



MINUTES SELECT BOARD 05/19/2021

Present: Select Board Member, Heather Hamilton, Select Board Member Bernard W. Greene, Select Board Member Raul Fernandez, Select Board Member John VanScoyoc, Select Board Member Miriam Aschkenasy

11:00am: Remote meeting via the ZOOM virtual meeting platform

OPEN SESSION

Question of entering into Executive Session for the reasons stated in items 2, 3, 4, and 5.

Chair Hamilton declared that the Select Board shall enter into executive session to discuss strategy with respect to collective bargaining and litigation: Chiuba Obele v. Town of Brookline, USDC No. 1:20-cv-11117-LTS. and Alston v. Town of Brookline, USDC Case No. 1:15-cv-13987 because an open meeting may have a detrimental effect on the bargaining or litigating position of the public body. The board will not return to open session and will adjourn after the executive session.

On motion it as,

Voted to enter into executive session

Aye: Heather Hamilton, Bernard W. Greene, Raul Fernandez, John VanScoyoc, Miriam Aschkenasy

2. EXECUTIVE SESSION - LITIGATION

For the purpose of discussing litigation strategy in the matter of Chiuba Obele v. Town of Brookline, USDC No. 1:20-cv-11117-LTS.

3. EXECUTIVE SESSION - COLLECTIVE BARGAINING

For the purpose of discussing strategy related to collective bargaining with the Police Union.

4. EXECUTIVE SESSION - LITIGATION

For the purpose of discussing litigation strategy in the case of Alston v. Town of Brookline, USDC Case No. 1:15-cv-13987.

5. EXECUTIVE SESSION - EXECUTIVE SESSION MINUTES

For the purpose of approving the executive session minutes from April 27, 2021.

6.B.



TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

May 13, 2021

Erin Chute Gallentine
Commissioner

Select Board
Town Hall
Brookline, MA 02445

Dear Board Members:

Attached for your approval is Extra Work Order Number 4 for work by Casella Waste Management of Massachusetts, Inc. in conjunction with Contract No. PW/15-01, Containers, Curbside Collection and Processing of Solid Waste.

The extra work is for additional solid waste disposal and is valued at \$28,500.00.

We ask for your approval of this work.

Sincerely,

Erin Gallentine
Commissioner of Public Works

TOWN OF BROOKLINE

ENGINEERING DIVISION

EXTRA WORK ORDER

Number 4

I, JACK HANING, duly authorized representative of Casella Waste Management of Massachusetts, Inc., Contractor, agree to load, haul and dispose of additional tons of solid waste under the contract for Containers, Curbside Collection and Disposal of Solid Waste.

I further agree that the amount or amounts paid to Casella Waste Management of Massachusetts, Inc., Contractor, for performing the above-specified work shall be at the contract unit price per ton with the estimated additional cost as follows:

<u>Additional solid waste disposal</u>	<u>\$28,500.00</u>
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The work is in connection with the contract between Casella Waste Management of Massachusetts, Inc., and the Town of Brookline, Massachusetts, "Containers, Curbside Collection and Disposal of Solid Waste," Contract No. PW/15-01, dated July 10, 2014.

Approved:

Casella Waste Management of Massachusetts, Inc.
(Contractor)

5/12/21
Date

[Signature]
Authorized Representative

Approved:

[Signature]
Commissioner of Public Works

Town Administrator

Town Of Brookline

Contract Amendment Approval Form

Department: Public Works/Engineering DivisionContract #: PW/15-01 Containers, Curbside Collection and Processing of Solid WasteVendor Name and Address: Casella Waste Management of Massachusetts, Inc.
295 Forest Street, Peabody, MA 01960Change Order/Extra Work Order #: 4Purchase Order #: 21100010Amount of Amendment \$ 28,500.00

Purpose of Amendment:

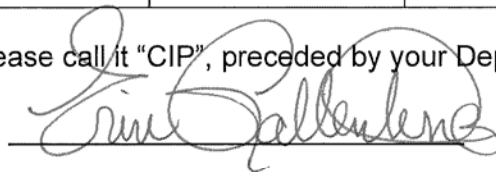
Description: Additional solid waste disposal.

Coding:

Org #	Org Name *	Acct #	Acct Name	Amount
40004300		523599		\$28,500.00

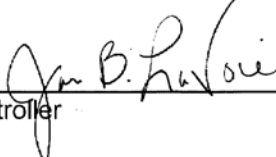
- For "K" or "C" accounts, please call it "CIP", preceded by your Dept (e.g., 4909K001 would be "DPW CIP").

Department Head:


Date 5/14/21Comptroller and Purchasing Approvals

Funds Available/Codes Correct

Comptroller



Date Approved by Comptroller

Complies with Appropriate Procurement Law
(MGL ch 149, ch 30 30 30M, or ch 30B)

Purchasing



Date Approved by Purchasing

5/14/21



MARK P. MORGAN
SUPERINTENDENT
ACTING CHIEF OF POLICE

BROOKLINE POLICE DEPARTMENT
Brookline Massachusetts

May 21, 2021

To: Melvin Kleckner, Town Administrator

From: Mark P. Morgan, Acting Chief of Police

Subject: MOU / City of Boston Mayor's Office of Emergency Management and the Town of Brookline. FY21 UASI Award

The Brookline Police Department participates and works cooperatively with the Boston OEM to prevent, protect against, respond to, and recover from major emergencies.

Below is a breakdown of the funds that are directly allocated to Brookline:

Safety and Security: Brookline OEM Equipment abstract - \$31, 500

Critical Infrastructure: Brookline Access Control System (Card Swipe) \$26,500

Cybersecurity: Two Factor Authorization security application \$60,000

Mass Notification System: Code Red \$13,500 (Reverse 911)

Planning and Community Preparedness: Training – Brookline 22 US Open Training/Exercise \$13,500

Brookline EM Buddies \$55,000 System to help and assist elderly/ disabled people in case of extreme emergencies to assist in extracting them for their homes.

The total amount of these funds is \$200,000.



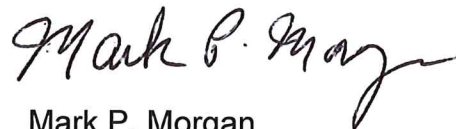
The Department of Homeland Security in injunction with Massachusetts Executive Office of Public Safety is required to use funds in the following critical priority areas:

- enhancing cybersecurity
- enhancing protection of soft targets and crowded places
- enhancing intelligence and information sharing
- addressing emerging threats
- combating domestic violent extremism

None of these funds are used for the purchase of any type of weapons and all uses are in line with Town policies.

We have been fortunate over the years to receive these funds to help and assist our community and its residents in case of major emergencies.

Thank you.



Mark P. Morgan
Superintendent
Acting Chief of Police



**Memorandum of Agreement between the City of Boston Mayor's Office of
Emergency Management and the Town of Brookline**

This agreement, made as of this 1st day of July, 2021, by and between the City of Boston Mayor's Office of Emergency Management (hereinafter "Boston OEM"), acting by and through its Director, and the Town of Brookline, acting by and through its Town Manager, referred hereinafter collectively as "the Parties", witness,

Whereas, the Metro Boston Homeland Security Region (MBHSR) was created under the Urban Areas Security Initiative (UASI) of the Department of Homeland Security and administered by the Commonwealth of Massachusetts, Executive Office of Public Safety and Security; and

Whereas, the City of Boston, in accordance with the Department of Homeland Security UASI Program Requirements, is designated as the Fiduciary Agent of the MBHSR, and with this designation assumes the responsibility for the coordination of UASI funds for the MBHSR; and

Whereas, the Town of Brookline was selected, together with City of Boston, the City of Cambridge, the City of Chelsea, the City of Everett, the City of Quincy, the City of Revere, the City of Somerville, and the Town of Winthrop to comprise the MBHSR;

Now, therefore, the Parties hereto mutually agree as follows:

I. Scope of Services

The Boston OEM and the Town of Brookline will participate and work cooperatively within the MBHSR structure to implement the MBHSR Strategy (Attachment A) and increase regional capacity to prevent, protect against, respond to, and recover from major emergencies.

II. Term of Agreement

This agreement shall remain in effect from July 1, 2021 and will expire concurrently with the expiration of UASI FFY20, which ends June 30, 2023. Upon availability of additional funds or the expiration of this agreement subject to funding availability, whichever occurs first, both parties agree to execute an amendment pursuant to Section VI of this agreement to memorialize obligations as to the additional funds and/or as to new obligations that may occur in relation thereto.

III. Funding

Funding will be limited to One Million Dollars (\$1,000,000). Amendments to Funding, to be made in accordance with Section VI of this Memorandum, will be made through amendment of this Memorandum.

Town of Brookline will take an active role in the annual Funding Allocation process, and all subsequent meetings on the allocation and reallocation of funds. In conjunction with this, the Town of Brookline will name an individual to be the Jurisdictional Point of Contact (JPOC) to work with the Boston OEM financial staff.

Town of Brookline will take an active role in the annual strategy and program reviews, and all subsequent meetings on the direction of Homeland Security initiatives.

Grant Funding Pass Thru Information:

Urban Area Security Initiative (UASI) CFDA 97.067

	<i>Pass Thru Executive Office of Public Safety & Security Contract #</i>	<i>Period of Availability</i>
UASI FFY18	BOSTONFFY18UASIXXXXXX	1/1/2019 – 12/31/2021
UASI FFY19	BOSTONFFY19UASIXXXXXX	1/1/2020 – 6/30/2022
UASI FFY20	BOSTONFFY20UASIXXXXXX	1/1/2021 – 6/30/2023

IV. Fiscal Administration

A. Reimbursement of Costs

1. The following costs related to the MOA are eligible for reimbursement as long as they have obtained pre-approval from OEM and reimbursement requests are submitted within 30 days of payroll run, receipt of goods or completion of activity or event:

- a) Overtime or Back-fill costs for Federal Emergency Management Agency (FEMA) approved trainings or exercises.
- b) Costs related to meetings, exercises or trainings.
- c) Procurement of FEMA approved equipment ONLY when procurement through OEM methods has been deemed unacceptable.
- d) Costs deemed necessary by OEM to help the MBHSR to prevent, protect against, respond to, and recover from major emergencies

2. Reimbursement requests should have sufficient supporting documentation submitted to the appropriate OEM Regional Planner for

verification and submission to be processed by OEM unless otherwise directed.

3. All records must be maintained for future audits and the entity being reimbursed will be fiscally responsible for the results of any such Audit.

B. Eligible Costs

1. Pre-approval from OEM is required for all reimbursement requests.
2. For Overtime or Backfill requests, timesheets must be included with request as well as sign-in sheets (if not submitted by activity provider).
3. Maximum Limit: costs incurred up to \$1,000,000 will be reimbursed that are in accordance with grant requirements and are conditional to availability of funding. (See Section III Funding) Any additional costs above the maximum limit will require an additional MOA or MOA amendment.

C. Additional Responsibilities

1. A-133 Audit reports must be submitted to the Federal Audit Clearinghouse (FAC) as required by 2 CFR §200.512.
2. At least once every two years, as required by 2 CFR § 200.313, site visits and spot inventories of equipment and/or services funded by OEM grants will be coordinated through the Jurisdictional Point of Contact (JPOC). Disposition of any equipment must be reported to OEM
3. All goods and services, once deemed acceptable, become the responsibility of the jurisdiction, including maintenance, storage and accountability.
4. The sub-recipient agrees to ensure and maintain adoption and implementation of NIMS. Homeland Security Grant Program sub-recipients must use standardized resource management concepts for resource typing, credentialing, and an inventory to facilitate the effective identification, dispatch, deployment, tracking and recovery resources.
5. A non-inclusive list of policies that guide the expenditure of Homeland Security Grant funding within the Commonwealth of Massachusetts is set forth in Appendix A. All policies and guidance adopted by the Executive Office of Public Safety and Security Office of Grants and Research must be adhered to by all UASI funded expenditures made by MBHSR sub-recipients.

V. Termination of Agreement

This agreement may be terminated by either party by giving ninety (90) days prior written notice of termination to the other party and setting forth the effective termination date therein, not less than ninety (90) days after the date of such delivery or mailing of notice. This agreement may also be terminated by written agreement executed by both parties effective pursuant to the agreed upon termination date. If no date is stated within the executed written agreement made by both parties, this agreement shall terminate within 90 days of the executed agreement by both parties to terminate.

VI. Amendment of Agreement

This agreement may be amended from time to time hereafter only by a writing duly executed by the Parties hereto. All Parties to this Agreement must sign proposed amendments before the terms of the proposed amendment become effective.

VII. Government Immunity, Liability & Indemnification

Performance under this Agreement by the Parties, their agents, servants, and employees, shall be for public and governmental purposes, and all privileges and immunities from liability enjoyed by governmental units, their agents, servants and employees, shall extend to performance under this Agreement to the extent permitted by Massachusetts and Federal law; provided that, notwithstanding any provisions of law or charter to the contrary, neither the Town of Brookline nor the Boston OEM shall be exempt from liability for its obligations under this Agreement.

To the extent permitted by Massachusetts and Federal law, the Town of Brookline and Boston OEM agree to assume the defense of, and hold each other, their agents, servants, and employees, harmless from all suits and claims brought by third parties against them, or any of them, arising out of any act or omission by the Town of Brookline and/or the Boston OEM, their agents, servants or employees, under this Agreement. Each Party hereto shall inform the other of any such claim as soon as possible after receipt thereof, and each party shall be permitted to participate in the defense of any such claim, and no claim shall be settled or comprised without the written consent of the Chief Legal Counsel of the Town of Brookline and the Corporation Counsel of the City of Boston.

The above obligation to indemnify shall not apply to claims which allege intentional, willful, or malicious acts or omissions, by either Party, their agents, servants or employees, or if the act or omission which gave rise to the claim was not provided for, or contemplated, as within the scope of this Agreement.

The agents, servants or employees of the Parties, while engaged in performing any service, activity or undertaking contemplated under this Agreement, shall be deemed to be engaged in the service and employment of such unit, notwithstanding the fact that such service, activity or undertaking is being performed in or for another governmental unit.

XIII. Successors and Assigns

The provisions of this Agreement shall be binding upon, and shall inure to the benefit of, the successors and assigns and the public body or bodies succeeding to the respective interests of the Town of Brookline and Boston OEM.

IX. Section Headings

The headings of the Sections set forth herein are for convenience of reference only and are not part of this Agreement and shall be disregarded in constituting or interpreting any of the provisions of this Agreement.

X. Execution of Counterparts

The provisions set forth herein constitute the full complete agreement between the Town of Brookline and Boston OEM and supersede any previous agreement between them. No other verbal or written agreement shall, in any way, vary or alter any provision of this agreement unless both parties execute an amendment pursuant to Section VI of this agreement. This Agreement may also be signed by the authorized signatory in counterparts, which together shall constitute one fully executed original.

XI. Signatories

In Witness Whereof, the Parties have caused this Agreement to be signed, sealed and delivered as of the day and year first written above.

City of Boston	Town of Brookline
Approved As To Form:	
By: _____ Name: Henry C. Luthin Title: Corporation Counsel	By: _____ Name: Mel Kleckner Title: Town Administrator
By: _____ Name: Shumeane Benford Title: Chief, Mayor's Office of Emergency Management	By: _____ Name: Mark Morgan Title: Acting Chief of Police
By: _____ Name: Maureen Joyce Title: City Auditor	

**Memo of Agreement between the Boston Mayor's Office of Emergency
Management and Town of Brookline**

Appendix A

**Commonwealth of Massachusetts Executive Office of Public Safety and Security
(EOPSS) Grant Guidance and Policies**

CBRNE Vehicle and Watercraft Procurement Guidance
Catering Costs Guidance
Dept of Fire Services PPE Strategy
Developing Project Justifications
DHS Authorized Equipment List (AEL)
Disposal and Sale of Equipment Guidance
Environmental Planning & Historical Preservation Screening Form
EOPSS Match Guidance
Federal Homeland Security Funded Training & Exercise Guidance
FP 108-023-1 Environmental Planning and Historic Preservation (EHP) Policy Guidance,
August 2013
FP 108-024-4 Environmental Planning and historic Preservation (EHP) Policy Guidance,
December 2013
GPD Maintenance Policy FP 205-402-125
Grantee Environmental Planning & Historical Preservation Picture Documentation
Instructions
Information Bulletin #336 - Maintenance Costs
Inventory Tracking Guidance
Homeland Security Exercise and Evaluation Program (HSEEP) - April 2013
SAFECOM Guidance
Security Camera Guidance
Subrecipient Reimbursement Request Form
Subrecipient Reimbursement Request Instructions
Travel Expenses Guidance

All documents cited above can be found and are maintained by EOPSS
at <http://www.mass.gov/eopss/funding-and-training/homeland-sec/grants/hs-grant-guidance-and-policies.html>

Urban Area Security Initiative (UASI) CFDA 97.067
Brookline, Town of – DUNS#07-6577014



BROOKLINE FIRE DEPARTMENT
Town of Brookline Massachusetts

**FIRE DEPARTMENT
HEADQUARTERS**

John F. Sullivan
Chief of Department
Emergency Management Director

350 Washington Street
PO Box 470557
Brookline MA 02447-0557
Tel:617-730-2272
Fax:617-730-2391
www.brooklinema.gov

May 17, 2021

To: Melvin Kleckner, Town Administrator
From: John F. Sullivan, Fire Chief/ Emergency Management Director
Re: MetroFire Mutual Aid Agreement renewal

The MetroFire Mutual Aid agreement is up for renewal in 2021. This important agreement is vital to our operational capacity and as such is in force for an unprecedented 20-year term. The 33 communities that make up the MetroFire region, along with Massport provide our community the reassurance and capability of up to 10-alarms worth of fire, hazardous materials and technical rescue resources when needed. Brookline Fire Department works closely with our neighbors and is currently engaged in inter-departmental training evolutions at our outstanding Training facility.

Recently, the MetroFire Board voted to increase the fee for membership in FY 2023 for the first time in 20 years to \$5,000/ community; an incredibly minor sum for the level of protection we have at our disposal.

Joslin Murphy, Town Counsel has reviewed this agreement. Town Counsel suggests and I request that the Select Board move to accept my recommendation to extend the MetroFire agreement as well as to accept the provisions of the agreement as presented and authorize the Town Administrator and Fire Chief as signatories.

Thank you,

John F. Sullivan, Fire Chief/EMD

**METROFIRE
MUTUAL AID AGREEMENT
FOR JOINT FIRE, RESCUE, and/or AMBULANCE SERVICE**

THIS AGREEMENT made and entered into as of the first (1st) Day of November 2021 between and among the parties signatory hereto.

WITNESSETH;

WHEREAS, it has been determined that the provision of fire, rescue, ambulance and other emergency service assistance across jurisdictional lines in emergencies will increase the ability to preserve the safety and welfare of the entire area; and

WHEREAS, Massachusetts General Law Chapter 48, Section 59A allows communities to authorize their fire departments to go to the aid of others for extinguishing fires, rendering other emergency assistance or performing any detail as ordered by the head of the fire department; and

WHEREAS, the parties to the agreement wish to continue as they have for decades to provide mutual aid fire, rescue, ambulance and other emergency service assistance.

NOW THEREFORE, the parties hereto do mutually agree as follows:

1. Declaration of Need for Expanded Mutual Aid

When a need for assistance in extinguishing fires or rendering any other emergency aid or performing any detail exists, the head of the fire department or his/her designee shall notify the Metrofire Control Center established by the Operational Plan appended to this Agreement of the need for assistance under this agreement.

2. Operational Plan

An Operational Plan has been produced to outline the exact procedure to be followed in responding to a request for assistance under this Agreement. The head of the fire department or his/her designee shall meet at least annually to review and, if necessary, to propose revisions to the Operational Plan. Any such revisions shall become effective upon approval of a majority of the Fire Department Chiefs (by whatever title) of the parties to this Agreement.

3. Governmental Immunity

(A) The services performed and the expenditures made under this Agreement shall be deemed for public governmental purposes and privileges, and immunities from liability, enjoyed by the local government within its boundaries shall extend to its participation under this agreement in rendering fire, rescue, ambulance and other emergency service outside its boundaries shall extend to its participation under this agreement in rendering fire, rescue, ambulance and other emergency service outside its boundaries to the extent the law provides.

(B) During the course of rendering mutual aid assistance as provided for by this Agreement, the municipality rendering such aid shall be responsible for the operation of its equipment and for any damage thereto, and subject to the limitations of the municipal liability, for personal injury sustained or caused by a member of its fire department, and for any payments which is required to make to a member of a said department or to his widow or other dependents on account of injuries or death, notwithstanding Paragraph (b) of Subdivision (4) of Section Seven of Chapter Thirty-two.

(C) Each party shall waive any and all claims against all other parties hereto, which may arise out of their activities while rendering aid under this Agreement outside their respective jurisdictions, to the extent that each party may legally waive such claims.

4. Employment Benefits

All the privileges, immunities from liability and exemptions for laws, ordinances, by-laws and regulations which the parties, firefighters, rescue or ambulance attendants, agents and employees of the parties have in their own jurisdiction shall extend to and be effective in, and while traveling to and from the jurisdiction in which they are giving assistance.

5. Direction of Assistance

The parties, firefighters, rescue or ambulance attendants, agents, and employees rendering assistance under this Agreement shall do so under the direction and control of the appropriate official designated by the jurisdiction requesting their aid.

6. Duration

The Agreement supersedes any and all mutual aid agreements previously entered into among the parties hereto and shall remain in effect for a period of twenty years from the date of the execution; provided it is understood and agreed that a party is not bound by the terms hereof unless and until said party as obtained the required authority as set forth in Section 59A of Chapter 48, and any conditions of such authorization are disclosed to all parties.

Any of the signatories to this Agreement may terminate their involvement in this Agreement, provided, that notice of such termination is first given to each other party to the Agreement at least sixty days prior to the date of termination. Any party which has terminated its involvement in this agreement as provided above, may resume participation at any time upon written notice duly authorized as required reaccepting this agreement.

This agreement may be signed in counterpart without the need for all parties to sign the same document.

Amendments to this Agreement shall be in writing and require the same authorization as required for initial execution by a signatory

Community**Executive Official Signature**

Executive Official Printed Name

Executive Official Position Title

Date

Head of Fire Department Signature

Head of Fire Department Printed Name

Date

6.D.

Metrofire Mutual Aid Agreement Fire Departments

Arlington	Malden	Somerville
Belmont	Massport	Stoneham
Boston	Medford	Wakefield
Braintree	Melrose	Waltham
Brookline	Milton	Watertown
Burlington	Needham	Wellesley
Cambridge	Newton	Weston
Chelsea	Quincy	Weymouth
Dedham	Randolph	Winchester
Everett	Reading	Winthrop
Lexington	Revere	Woburn
Lynn	Saugus	

Chief Richard DeLorie, Chairman
Wellesley Fire Department
475 Worcester St.
Wellesley, MA 02481
781-235-1300
rdelorie@wellesleyma.gov



Chief David L. Frizzell (Ret)
Executive Director
6 Arbor Lane
Woburn, MA 01801
O: 617-489-4846 C: 617-799-7867
metrofiredirector@gmail.com

Arlington
Belmont
Boston
Braintree
Brookline
Burlington
Cambridge
Chelsea
Dedham
Everett
Lexington
Lynn
Malden
Massport
Medford
Melrose
Milton
Needham
Newton
Quincy
Randolph
Reading
Revere
Saugus
Somerville
Stoneham
Wakefield
Waltham
Watertown
Wellesley
Weston
Weymouth
Winchester
Winthrop
Woburn

Metrofire Chiefs

February 19, 2021

RE: Renewal of the Metrofire Agreement

As you are aware, the current Metrofire Mutual Aid Agreement executed in November 2001 for a term of 20 years will expire on October 31, 2021. It will be your responsibility to have the new Mutual Aid Agreement Executed and returned to the Executive Director prior to July 1, 2021. Please review the steps required to properly execute the agreement as well as some important background information on Metrofire and the Mutual Aid Agreement.

Metrofire was formerly organized in 1981 as an association of fire departments in the Metropolitan Boston area to control mutual aid and to act as a common entity for improving the overall effectiveness of the fire service. For each community to be part of the agreement they must agree to provide mutual aid as well as receive it. The Metrofire service area covers roughly two million people in and around Metropolitan Boston and an area of over 351 square miles. It was recognized during its inception that no single urban community can totally rely on their own resources and therefore, mutual aid is necessary.

Currently, the 35 Metrofire member departments can provide up to 45 pumping engines, and 26 ladder trucks to one of its member communities for incident mitigation. The Metrofire member departments also offer up specialized resources such as heavy rescues, lighting plants, mobile air bottle filling equipment, brush fire equipment, and fire fighting foam resources that communities would not be able to fund and support at a local level.

The attached agreement has been reviewed by Metrofire legal counsel and has been streamlined to remove duplicate language already covered under State Law as well as allowing for the execution of this agreement in “counterpart.” Each community will execute a separate agreement that in totality will represent agreements between all the 35 fire departments in Metrofire. The term of the new agreement will be for twenty years, expiring on October 31, 2041.

Recommended steps to execution of the Agreement.

1. Identify who in your community will be the appropriate “Executive Official” who will be executing this agreement. This person must have the legal statutory authority to enter into agreements on behalf of the community. In many cases this would be the Mayor, City Manager in a City, Town Manager or the Board of Selectmen (Select Board) by its chair acting on behalf of the whole Board, in a Town.
2. Arrange for the appropriate agenda or meeting where such vote(s), as may be required and can be made to execute the agreement and provide the required authorization under MGL Ch. 48 Sec. 59A. (Execution of the agreement and required vote for MGL Ch. 48 Sec. 59A may require action by two different entities. Plan accordingly).
3. Prepare the Mutual Aid Agreement by using the 2021 Metrofire Mutual Aid Agreement, which is a fillable PDF Form, by entering the following information:
 - a. Community Name
 - b. Executive Official Printed Name and Title
 - c. Head of Fire Department Printed Name
 - d. Dates.

(If you need assistance and you will supply the information, I can draft the document to be signed and send it back to you)

4. Print out at least one copy to be executed as an original and returned to Metrofire. Additional copies may be printed if your community wants to retain an original document.
5. In addition to the agreement execution, your community **must have authorized the Fire Department to provide Mutual Aid under Massachusetts General Law Chapter 48 Section 59A** (full language of MGL Ch. 48 Sec. 59A is included at the end of this letter). Many communities may have already conducted such a vote, but it is strongly recommended that the vote be updated. Many communities have reported that MGL Ch. 48 Sec. 59A was either “adopted” or “accepted” and that is not the appropriate or correct action as it does

not properly authorize the fire department to provide mutual aid. It is strongly recommended that a community authorize or reauthorize their fire department to provide mutual aid using the draft motion below:

"moved: to authorize the (Insert Name of Community) fire department, including any ambulance or other EMS component, to go to aid another city, town, fire district or area under federal jurisdiction in this commonwealth or in any adjoining state in extinguishing fires therein, or rendering any other emergency aid or performing any detail as ordered by the head of the fire department, or the Joint Base Cape Cod fire district and while in the performance of their duties in extending such aid the members of our departments shall have the same immunities and privileges as if performing the same within this municipality (or district)."

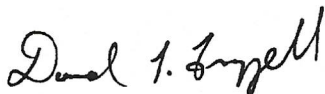
6. Mail an original executed agreement and a record of the actual motion and vote taken for the authorization or reauthorization to provide mutual aid under MGL Ch. 48 Sec 59A to the Metrofire Executive Director at:

Metrofire, Inc.
6 Arbor Lane
Woburn, MA 01801

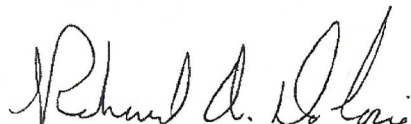
7. Once all communities have executed the agreement, a single copy of the signature page of all the executed counterparts will be sent to the Head of the Fire Department.

If you have any questions, would like Chairman DeLorie and/or myself to speak with the Executive Official or appear at a meeting in your community, please feel free to contact one or both of us.

Yours Truly,



Chief David L. Frizzell (Ret)
Executive Director
Metrofire, Inc.



Chief Richard A. DeLorie
Chairman
Metrofire, Inc.

Massachusetts General Law Chapter 48 Section 59A: Aid to other municipalities; authorization; fire departments defined; payment for damages

Section 59A. Cities, towns and fire districts may, by ordinance or by-law, or by vote of the board of aldermen, selectmen or of the prudential committee or board exercising similar powers, authorize their respective fire departments to go to aid another city, town, fire district or area under federal jurisdiction in this commonwealth or in any adjoining state in extinguishing fires therein, or rendering any other emergency aid or performing any detail as ordered by the head of the fire department, or the Joint Base Cape Cod fire district and while in the performance of their duties in extending such aid the members of such departments shall have the same immunities and privileges as if performing the same within their respective cities, towns or districts. Any such ordinance, by-law or vote may authorize the head of the fire department to extend such aid, subject to such conditions and restrictions as may be prescribed therein. The words "fire departments" as used in this section shall mean lawfully organized fire fighting forces, however constituted.

During the course of rendering such aid to another municipality, the municipality rendering aid shall be responsible for the operation of its equipment and for any damage thereto, and, subject to the limitations of municipal liability, for personal injury sustained or caused by a member of its fire department, and for any payments which it is required to make to a member of said department or to his widow or other dependents on account of injuries or death, notwithstanding paragraph (b) of subdivision (4) of section seven of chapter thirty-two, unless such municipalities have a written agreement to the contrary.



BROOKLINE EMERGENCY MANAGEMENT
Brookline, Massachusetts

FIRE DEPARTMENT
HEADQUARTERS

John F. Sullivan
Chief of Department
Emergency Management Director

350 Washington Street
PO Box 470557
Brookline MA 02447-0557
Tel: 617-730-2272
Fax: 617-730-2391
www.brooklinema.gov

May 18, 2021

To: Melvin Kleckner, Town Administrator
From: John F. Sullivan, Fire Chief/ EMD
RE: Acceptance of grant

Dear Mr. Kleckner,

Brookline Emergency Management seeks Select Board acceptance of the following Metropolitan Area Planning Council (MAPC), Accelerating Climate Resiliency Program grant for our Tech Buddies program (award letters and supporting documentation attached).

This one-time **grant in the amount of (\$28,000)**, is a merit based grant that is enthusiastically supported by our partners at the Brookline Housing Authority as well as the Brookline Council on Aging.

The grant application is submitted to meet the Program Priority under the Emergency Management areas of *"infrastructure investment and social resiliency and cohesion"*. Our original submission was a modest \$38,000 of which we were awarded \$28,000 to help close the glaring gap in technology access for Brookline seniors. This program will run in conjunction with our highly successful Emergency Preparedness (E.P.) Buddies program, to help bring this vital access to one of our most vulnerable populations through equipment (tablets) and hands-on training.

Respectfully submitted,

John F. Sullivan, Fire Chief/Emergency Management Director



TOWN of BROOKLINE

Massachusetts

MELVIN A. KLECKNER
TOWN ADMINISTRATOR

333 WASHINGTON STREET
BROOKLINE, MASSACHUSETTS 02445
TEL. (617) 730-2211
FAX: (617) 730-2054
www.brooklinema.gov

February 24, 2021

Ella Wise, Senior Environmental Planner
Metropolitan Area Planning Council
60 Temple Street
Boston, Massachusetts 02111

Re: Accelerating Climate Resiliency Grant
Tech Buddies Program

Dear Ms. Wise:

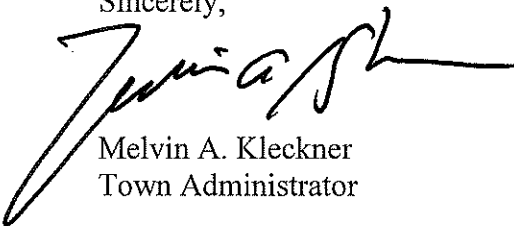
I am pleased to authorize the Town's Emergency Management Coordinator, Cheryl Anne Snyder, MS, to serve as the Project Manager of the Tech Buddies Program.

The Town of Brookline looks forward to being able to build upon our existing and proven Emergency Preparedness Buddies Program to help address the extraordinary needs of our elderly population who are suffering from social isolation during COVID-19.

I sincerely hope that MAPC will act favorably upon this grant application, which will be implemented immediately upon receipt of the grant and serve as a prototype to to promote resiliency during future climate emergencies as well as the ongoing pandemic.

Thank you for your consideration.

Sincerely,



Melvin A. Kleckner
Town Administrator



TOWN OF BROOKLINE

Massachusetts

Council on Aging

RUTHANN DOBEK, LICSW
DIRECTOR
rdobek@brooklinema.gov

At Brookline Senior Center

93 Winchester Street
Brookline, MA 02446
617-730-2756
Fax: 617-730-2761
www.brooklinema.gov

MAPC
60 Temple Place
Boston, MA 02111

To Whom it May Concern:

The Brookline Council on Aging is writing in support of the Town of Brookline's application for the Municipal Grant Program – Accelerating Climate Resiliency. As the Council on Aging, we see first hand the need to connect older adults with access to technology and training resources.

Since the start of the COVID-19 emergency, we have seen this need grow -- as life has shifted to an online environment where doctors are interfacing with patients online, families are connecting via Zoom and our own programming has largely shifted online. We also know that older adults learn technology well in a one-on-one setting and the Tech Buddies program will provide the individual support needed to successfully help older adults access online resources.

We see this as an important project not only to respond to those socially isolated during COVID-19, but also to provide needed technology to low-income older adults. The COVID-19 pandemic has put a spotlight on older adults who are socially isolated and do not have access to technology and online programming. This population is at high risk for physical and emotional difficulties. According to the National Institute on Aging, research links social isolation and loneliness to higher physical and mental health risks including obesity, heart disease, high blood pressure, a weakened immune system, depression, anxiety, cognitive decline, Alzheimer's disease, and even death.

The Brookline Council on Aging has a strong working partnership with all of the collaborators involved in this project. Together, we have worked on many projects to benefit the lives of older adults. The COVID-19 pandemic has made these issues paramount that we provide solutions, and we look forward to working together.

We enthusiastically support the Town of Brookline's application for the Municipal Grant Program – Accelerating Climate Resiliency. I am available to discuss this proposal in more detail.

Sincerely,

Ruthann Dobek
Director, Brookline Council on Aging

6.E. *Brookline Housing Authority*

90 Longwood Avenue Suite 1
Brookline, Massachusetts 02446

Phone (617) 277-2022
Fax (877) 485-5549
TTD 1-800-545-1833, Extension 213
www.brooklinehousing.org

Board of Commissioners

Michael Jacobs, Chairman
Joanne Sullivan, Vice Chairman
Barbara Dugan, Treasurer
Judith A. Katz, Commissioner
Susan C. Cohen, Commissioner

Michael Alperin, Executive Director

February 24, 2021

To Whom It May Concern:

On behalf of the Brookline Housing Authority (BHA), I am pleased to support the Town of Brookline's application to the "Accelerating Climate Resiliency" municipal grant program. Founded in 1947, the Brookline Housing Authority provides approximately 900 low-income families, seniors, and people of all abilities with safe, decent, accessible, and affordable places to live in a community rich with opportunities. Approximately half of BHA households are seniors, who primarily reside at six of our public housing developments.

Recognizing the impact of COVID-19 and the need to ensure our residents are connected and supported in an increasingly remote world, access to technology has emerged as a key priority this year. This summer, two of the BHA's senior team began to work closely with the Town of Brookline's Emergency Preparedness Department and other agencies to develop the plan presented herein. This partnership incorporates all the key pieces needed to enable isolated seniors to benefit by removing cost as a barrier and including dedicated staff and volunteers to provide outreach and individualized assistance. As a result, seniors will be well-equipped with technology resources to connect with service providers, family members, and other resources from the comfort and safety of their homes.

The Brookline Housing Authority regards the Town of Brookline and the other agencies involved as true partners. This grant represents a unique opportunity to close the digital divide for vulnerable seniors at a community level.

Thank you for your consideration of this proposal.

Sincerely,



Michael Alperin
Executive Director, Brookline Housing Authority

ACCELERATING CLIMATE RESILIENCY—MUNICIPAL GRANT PROGRAM

TECH BUDDIES PROGRAM

Town of Brookline, in partnership with
The Brookline Housing Authority and
The Brookline Center for Community Mental Health

INTRODUCTION

The ongoing COVID pandemic has made us acutely aware of how any emergency disproportionately affects our most vulnerable populations. Although the Town of Brookline has always placed a priority on addressing the needs of our elderly population, COVID has brought to the forefront the loneliness, fear and restrictions imposed on our seniors who, as a result, suffer from social, physical and emotional isolation. According to the Town's Climate Vulnerability Assessment, prepared by MAPC: **"Social isolation increases vulnerability as it limits access to critical information, municipal resources, and social support systems valuable in emergencies."** The pandemic has taught us that "information, municipal resources and support systems" are not only "valuable," they are critical to the physical and mental well-being and even survival of the elderly.

According to the Town's Climate Vulnerability Assessment: "Brookline has many programs across public health, emergency planning, elder services, community development, and others, that provide services and connect to vulnerable populations...Social connectedness helps communities prepare for, respond to, and recover from natural disasters. Communities with stronger ties and networks have reacted faster to meet needs and begin recovery efforts. A growing body of evidence indicates that social cohesion is a protective health factor as those with stronger connections typically experience healthier outcomes." The proposed project seeks to establish and strengthen linkages with our senior population to improve resiliency in any emergency.

While the proposed Tech Buddies Program for which the Town is seeking funding support was designed to mitigate the ongoing impacts of COVID, it will simultaneously establish a framework to address similar issues in the future due to climate related emergencies. This project is designed to be a pilot program, which the Town hopes to expand as needed. Its success could serve as a prototype for other communities within the region and beyond.

RESPONSE TO APPLICATION QUESTIONS

Please provide a brief summary of your overall project, as well as how these grant funds will specifically be used.

While the Town's Climate Vulnerability Assessment identifies the elderly as a vulnerable population, we have experienced and continue to experience first-hand the actual implications of this vulnerability—and the dangers and insecurities it engenders among the elderly. **One of the most glaring gaps is technology access.** Many seniors don't own devices, others do not have (or cannot afford) internet access, and many are intimidated by or unfamiliar or uncomfortable with technology. Those who previously relied on shared technology via public computers in our libraries, senior centers and community rooms in our senior housing facilities – all currently closed due to COVID – no longer have access to the internet or to the technical and emotional support provided by staff and volunteers. Most seniors remain cloistered in their homes, and many are unable to avail themselves of the services and support systems offered by technology including virtual medical appointments and access to mental health services, ZOOM calls with family and friends, Council on Aging programming via YouTube, remote programming provided by our public library, and food and transportation options that are increasingly available on-line. Although access to basic goods and services is of course critical, the social isolation and disruption to the routine of the elderly can result in unbearable loneliness and despair, helplessness and fear. This isolation has only intensified this winter, due to cold and inclement weather and the long predicted COVID second surge.

The Tech Buddies Program is designed to close this adaptive capacity gap by providing user-friendly tablets and internet access to seniors, with an emphasis on those with low and moderate incomes. But the program goes beyond that—it will address the common perception among the elderly to whom computers are understandably an unfamiliar and even intimidating concept by providing training, technical backup and ongoing guidance and moral support to the participants.

Technology access requires more than the simple purchase and distribution of devices, particularly for older adults. Devices need to be accessible for those with a variety of limitations: screens need to be large enough to be clearly seen, and devices must be usable by those with arthritis or tremors. Even the largest smartphones aren't usable by many seniors. The Tech Buddies team has determined that the Samsung Tab A is the right device for our target audience. Another hurdle is access to WiFi: many low- and medium-income seniors are unable to afford the high cost of monthly internet packages. The team has identified programs available via both Comcast and RCN (the primary internet providers in Brookline) to provide internet access for \$10/month for those who need it, billed via a group contract managed by the Town.

The final hurdle is helping a senior population unfamiliar with technology learn to be more comfortable and adept. The Tech Buddies Program will rely on the solid framework established by Brookline's existing Emergency Preparedness Buddies (EP Buddies) Program, which relies on volunteers who assist elders and other vulnerable residents in identifying their preparedness needs, creating communication plans, and stockpiling appropriate supplies for sheltering in place or evacuating. Conceived in 2011 following Hurricane Irene, the Program was developed by a dedicated and creative team representing the Town's Emergency Preparedness staff, the Council on Aging, and the Police Department to better prepare for emergencies and respond to the reality that some members of our community are more vulnerable than others to a disaster.

The EP Buddies Program is expressly designed to prepare vulnerable populations for any emergency, including those related to climate change. An assigned volunteer 'buddy' identifies what preparedness actions need to be taken in a participant's home, is responsible for notifying his or her client of an impending emergency (usually weather-related), checks in after an emergency, and typically conducts a yearly visit in order to review their File of Life, check batteries and food expiration dates, and assess that their preparedness situation hasn't changed. The goal of the EP Buddies Program—and by extension the Tech Buddies Program—is to ensure these residents are better prepared and more resilient in the event of any emergency. In addition to one-on-one interaction, the Buddies Village Program partners with three local organizations: Hebrew Senior Life/Center Communities, Winn Co/Village at Brookline, and the Brookline Housing Authority (each of which owns and operates major housing complexes serving hundreds of our most vulnerable residents) to provide emergency preparedness information and support in a group setting (when possible).

A subsidiary of the EP Buddies Program, the Buddy Village Project has hosted 61 events in six locations, serving more than 500 vulnerable residents. Prior to COVID, the Project sponsored monthly programs delivered on-site and focused on a various aspects of preparedness. In 2018, staff arranged to translate program handouts in order to reach non-English speaking residents. Brookline volunteers with foreign language skills have been invaluable—not only translating written materials but also providing translation at real time events. Being able to reach and work with non-English speaking residents has increased resilience within the Brookline community.

In recognition of the extraordinary work performed by the EP Buddies Program, the national Medical Reserve Corps (MRC) awarded Brookline the 2019 MRC Program Recognition Award for Community Preparedness and Resilience for its “demonstrated contribution at the community level aimed at reducing vulnerabilities, building resilience, and improving public health preparedness.”

An ancillary benefit of the Tech Buddies Program will be the opportunity to introduce elderly residents to the support services provided by the parent program (including the Buddy Village Project), which has been active and impactful during the pandemic. So, while the Tech Buddies Program will be based on the EP Buddies Program, the two programs will be mutually supportive of one another with the expectation that participants in one program will be informed of the support provided by the other and thereby in a position to take advantage of the benefits both programs offer. The programs are inexorably linked, resulting in the fact that the combined impact of the EP Buddies Program and the Tech Buddies Program will be greater than that of the individual components.

Describe the climate risk your project addresses, and how your project strengthens resiliency in the face of the climate risk.

According to the WHO, “Climate change affects many of the social and environmental determinants of health – clean air, safe drinking water, sufficient food and secure shelter.” (Fact Sheet; 1 February, 2018)

Science is in nearly universal agreement that the primary cause of climate change is the burning of fossil fuels leading to increased carbon dioxide trapping heat in the atmosphere. Secondary impacts of climate change

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include glaciers melting, sea levels rising, and extreme weather effects including flooding and heat emergencies. The tertiary impacts of climate change are the negative health effects of these environmental changes, including access to clean air and water, sufficient food, secure shelter, and – as we’ve seen over the past year – even access to each other.

The Tech Buddies Program is focused on helping Brookline’s senior population to prepare for and remain resilient during any & all emergencies. COVID has dramatically confirmed the validity of a persistent theme of our Climate Vulnerability Assessment that social isolation contributes to and exacerbates vulnerability and impairs emergency response to natural and man-made disasters including climate change. Simultaneously, the pandemic has also highlighted that technology is an extraordinarily valuable tool in the face of disaster. Without technology and the ability and confidence to use it, people are severely limited in accessing basic and important services and experiences ranging from ordering groceries for delivery, to remote visits with physicians, to engaging in a virtual visit with grandchildren, to booking an appointment for lifesaving vaccine. Resiliency is significantly reduced in the absence of technology.

The Tech Buddies Program will help us respond to the ongoing needs identified during the pandemic as well as future climate emergencies by providing a critical tool which will help seniors adapt more easily to the rapidly changing circumstances characteristic of any emergency, promote survival, and maintain quality of life, to the maximum extent possible, regardless of the specific emergency.

Identify which program priorities your project addresses, and explain how your project relates to the identified priorities.

The proposed program directly advances the following program priorities:

- Innovative financing or infrastructure investment
- Social resiliency or cohesion
- District--scale climate resiliency pilots
- Public outreach, marketing, or arts and culture

The Tech Buddies Project targets a highly vulnerable, at-risk population and provides financing for innovative access to a communication network that will not only serve as a support system during climate & other emergencies, but serve as a foundation for emergency preparedness and introduction to other programs offered by the Town and its partners. We fully expect that this pilot program will be successful and thereby serve as a prototype for other communities.

Describe the project team, including partners. Will the hiring of a consultant or vendor be required, and if so, what type and to perform which tasks? Name the consultant or vendor if known.

Brookline’s newly formed Office of Emergency Management, mobilized throughout the pandemic, has built upon long established relationships with the Brookline Council on Aging, the Brookline Senior Center, the Brookline Housing Authority (BHA) and the Brookline Center for Community Mental Health (BCCMH) to respond to the needs of a population that is not only the most susceptible to this deadly disease, but also least able to survive and/or be resilient in almost any emergency or climate change related situation.

The project team will consist of representatives of the Town of Brookline (including the Office of Emergency Management, the Information Technology Department, and the Council on Aging), the Brookline Housing Authority and the Brookline Center for Community Mental Health. This team, which has been operational throughout the pandemic, has established a strong and effective working relationship to quickly solve issues for Brookline’s vulnerable populations: from access to food and transportation resources in the first half of 2020, to information about and access to vaccinations in 2021.

Town of Brookline

Cheryl Anne Snyder, MS, Emergency Management Coordinator—Office of Emergency Management
Role: Project Manager. Administer and oversee grant.

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Sophie Gordon, MBA, Emergency Preparedness Buddies Program Coordinator—Office of Emergency Management

Role: Oversee the day-to-day operations of the Tech Buddies Program. In charge of collecting referrals, identifying recipients of tablets, recruiting volunteers and matching them with participants.

Maria Foster, Community Outreach Specialist—Council on Aging

Role: Interaction with clientele; provide outreach to residents; referrals.

Feng Yang, Acting Chief Information Officer—Information Technology Department

Role: Serve as a technical resource and provide advice, as needed.

Partners

Brookline Housing Authority (BHA)

Danielle Mendola, Resident Services Program

Role: Interface with BHA residents and the Program; provide outreach to residents; referrals.

Brookline Center for Community Mental Health

Kathy Turner, LICSW, MPH, Outpatient Psychotherapy and Community Agency Liaison

Role: Liaison with elder community; identify seniors who need and could benefit from the Program and refer them to the Program administrators

In addition, we anticipate that there will be a need to engage technical expertise to provide support to our buddies. This may take the form of hiring an independent contractor or consultant. Details have not yet been worked out, but we will keep MAPC informed.

Describe how the project advances implementation of a local or regional planning effort (e.g. Municipal Vulnerability Preparedness workshop, Natural Hazard Mitigation Plan, Master Plan, Open Space and Recreation Plan, Housing Production Plan).

The Tech Buddies Program directly responds to the following Action items set forth in Brookline's Climate Vulnerability Assessment:

ACTION: Conduct an assessment of vulnerable populations. Identify gaps in services and prioritize strategies to address gaps. The ongoing pandemic has reinforced our recognition that the elderly constitute a highly vulnerable population. The Tech Buddies Program seeks to address the lack of access to technology, which has emerged during COVID as a significant gap in service. "Access" includes not only the hardware with carefully selected software and internet access but one-on-one training and "hand-holding" to overcome any fear, discomfort or intimidation of technology. Special efforts will be made to address the needs of those for whom English is a second language. We will seek out volunteers who speak other languages including Russian and Mandarin (Brookline's most widely spoken foreign languages) and explore the possibility of multi-language software.

ACTION: Review Town strengths and weaknesses regarding outreach and connections to vulnerable populations. Identify community partners that can strengthen relationships where needed. This program was conceived and is being advanced because we have an acknowledged deficiency and weakness in our capacity to connect with the elderly—and for the elderly to connect with society. An already existing collaboration amongst Town departments, the Brookline Housing Authority, the Council on Aging and the Brookline Center for Community Mental Health has strengthened significantly during the COVID pandemic. Both individually and together, these partners have had to adjust their standard methods of engaging the elderly given the need to socially distance and the inability to gather in traditional group settings. Seniors equipped with the tools and knowledge of how to apply those tools will significantly increase our ability to reach out to our elderly population...and for them to reach out to social service and medical providers, government agencies, and their families and friends.

ACTION: Expand the successful Brookline Buddies Program. The EP Buddies Program has, in fact, been extraordinarily successful and an enormous resource during COVID. The volunteer pool from which the coaches are drawn will be expanded to include high school and college students whom, because of the pandemic, have already proven eager and available to provide support to the elderly. Whereas the grant funding will finance the

technology (tablets and WiFi service), the coaches will provide technical expertise and support to seniors in order to familiarize them with the software. An added benefit will be the social interaction provided by the volunteer buddies—albeit virtually, at least for the foreseeable future.

ACTION: Develop advanced shelter-in-place and communication strategies for residents who may not be able to evacuate during emergencies. The ever-increasing dependence upon technology has been highlighted during the pandemic in which people have relied on computers for food, medical attention, transportation, working from home and even preparing a grant application. A lack of access to a computer and the comfort in using it are serious deterrents to communication during emergency shelter-in-place situations. The Tech Buddies Project will help provide mechanisms for the elderly to prepare for and endure emergencies – including flooding, extreme heat, and other severe weather impacts – as well as evacuate if necessary.

Please describe the communities who will most benefit from your project. Using the Climate Vulnerability Indicators in Figure 1 or another related tool, describe how the project will or will not directly benefit populations that are disproportionately vulnerable to climate change due to systemic inequities.

The proposed project addresses several Adaptive Capacity indicators. The targeted population will be age 65 and up living alone and undoubtedly be those Brookline residents who live predominantly in renter-occupied housing units, presumably disproportionately do not have a vehicle, are clearly without internet access, and may meet other indicators as well, including linguistic isolation.

This project will engage our senior population, with an emphasis on low- and moderate-income residents. Many low- and moderate-income families with school-aged children have benefitted from various programs to increase technology and internet access throughout the pandemic, but we are unaware of programs specifically targeted to provide technology access specifically to seniors. By receiving appropriate and ongoing training and support, the elderly will have access to social service programs, information, medical attention, food, transportation, friends and family.

Describe the public engagement completed or planned, including involvement with or leadership from the communities that will be most impacted by the project. Discuss any anticipated challenges regarding public support and/or political will for the project.

Engaging the public, communicating with the target population and reaching out to our elderly residents are at the core of the Tech Buddies Project. The difficulties that the Town and the social service agencies have experienced during the pandemic to engage our senior citizens experiencing isolation and loneliness have dramatically confirmed the need to strengthen and expand our communication network. The very people whom we are targeting are so isolated that we can't easily reach out to them and inform them of this program. Our Senior Center and libraries are closed, as are BHA's community rooms. The Senior Center remains in contact via mail and phone, and provides individual services to some of its clientele; the BHA will directly recruit its elderly residents. We anticipate distributing notices to residents and typical users of the Senior Center informing them that we are seeking participants. We will also use Brookline's COVID Call Center – currently staffed by volunteers to assist with vaccine related needs – to reach those who call looking for assistance booking an appointment for vaccine. This outreach has already begun (with the qualification that the project still requires funding).

Once funding has been secured, the project will be presented to the Select Board, which is meeting remotely via ZOOM, public access television, and live streaming, while recognizing that some of these media outlets are unavailable to the very people we are targeting. The Town will also rely on myriad relationships built via our existing EP Buddies Program to encourage participation in this pilot project.

SUMMARY

The ongoing COVID pandemic continues to present an immediate and urgent threat to the elderly, many of whom have lost direct connection to society. The Tech Buddies Program provides a vehicle to re-engage the elderly through technology and provides a mechanism to prepare for and deal with both this pandemic and future emergencies associated with climate change. With the support of the grant and the framework established by the EP Buddies Program, the Town will be able to begin implementing this project almost immediately. It will undoubtedly serve as a template for how to accelerate climate preparedness and resiliency amongst one of Brookline's most vulnerable populations, thereby contributing significantly to climate equity and social cohesion.

TECH BUDDIES PROGRAM – BUDGET AND TIMELINE

TECH BUDDIES TIMELINE

Anticipating that funds will be available as soon as April 2021, we plan on initiating the project immediately. In fact, in order to respond to this compelling need as soon as possible, we have already begun to recruit both seniors and volunteers to be available to participate in the program if the Town is awarded the grant.

Pre Grant

March 2021:

- Identify Tech Buddy volunteer coaches; prepare outreach & training materials
- Work with Comcast and RCN re: sponsored account set-up
- Prepare for initial tablet purchase
- Begin to receive and contact referrals

April 2021:

- Award announcement

Grant Project Period April 2021 to April 2022

May 2021:

- Place order for tablets; begin Wi-Fi set-ups for referrals as needed
- Begin training volunteer coaches

June 2021:

- Continue Wi-Fi set-ups
- Continue training volunteer coaches
- Receive and set-up tablets
- Begin tablet distribution and training with first referrals

July 2021 – April 2022:

- Continue Wi-Fi set-ups
- Continue tablet distribution and training, with a goal of setting up 10 new users/ month
- Begin volunteer “help desk” hours

November 2021:

- Prepare and submit mid-year report
- Identify lessons learned & change course as needed
- Mid-year milestone/goal: technology & training for 40 users
- Continue distributing tablets and training
- Identify funding to continue project beyond MAPC grant period

April 2022:

- Prepare & submit final report (due May 6, 2022)
- Migrate project to new funding stream
- Goal: all tablets distributed & in use

PROGRAM BUDGET

It is important to note that most of the professional support is being provided by the Town of Brookline, the Brookline Housing Authority and the Brookline Center for Community Mental Health at their cost in order to leverage the grant. Grant funds will be focused primarily on equipment and internet service to support the elderly. However, we do anticipate that it will be necessary to provide professional technical support to the volunteers and, if necessary, directly to the elderly recipients, which will require funding for limited additional staffing resources.

The MAPC Accelerating Climate Resiliency grant will build upon and leverage other ongoing programs and funding. The EP Buddies Program is administered by municipal staff with the support of private sector partners and funded by the Metro Boston Homeland Security Region (MBHSR) of which the Town is a member together with the Cities of Boston, Cambridge, Chelsea, Everett, Quincy, Revere and Somerville; and the Town of Winthrop. MBHSR, which is funded by the Department of Homeland Security's Urban Area Security Initiative (UASI) Program, is dedicated to building and sustaining region-wide enhanced capabilities in order to reduce the loss of life and property and protect the region from all hazards including natural and man-made disasters.

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We will also leverage OnSolve's CodeRED mass notification system, which the Office of Emergency Management recently implemented for Brookline residents. CodeRED has significantly more functionality than our previous mass notification system, including a simplified opt-in experience for residents to specify how they wish to receive emergency notifications: via landline, cell phone, text, and/or email. The new system also has translation capabilities, allowing the Town to communicate directly with those who are not native English speakers. Providing technology to seniors via Tech Buddies will allow the participants to receive messages both via phone and text or email--giving them the ability to re-read and more easily understand the information they need in an emergency situation. We will also leverage this new mass notification system to engage seniors in the Program, as part of the overall communication plan for this important new tool.

The Town is proposing to incur staff time at no expense to the grant, which is indicative of the Town's commitment to addressing the social isolation of its elderly population during an emergency. Similarly, the Brookline Housing Authority and the Brookline Center for Community Mental Health are contributing staff time to this project. The commitment and direct involvement of the Brookline Housing Authority and the Brookline Council on Aging are further evidence of the broad-based support for the Tech Buddies Program.

By being able to rely on existing projects, Town staff, private partners, and volunteers, the Tech Buddies Program is a cost-effective approach based on a proven model in order to increase the resiliency of the elderly during any emergency, resulting in a tremendous "bang for the buck."

LINE ITEM	VENDOR	DESCRIPTION	AMOUNT
Project Mangement	CA Snyder	Oversee project staff & deliverables	In-Kind
Project Coordination	S Gordon	Coordinate referrals; volunteer tech support; day to day activities	In-Kind
Additional Staff Support	TBD	Additional coordination of referrals; volunteer tech support	\$ 10,000.00
Internet Access	Comcast-/RCN	Comcast Internet Essentials program; RCN Internet First program - 12mos/pp	\$ 12,000.00
Technology Hardware	Best Buy	Tablets - Samsung Tab A - 1/pp	\$ 15,000.00
Technology Support	F Yang	Provide technology assistance as needed	In-Kind
Other		Printing, materials, outreach, etc	\$ 1,000.00
TOTAL			\$ 38,000.00

<i>Internet access</i>	<i>\$10/pp monthly</i>	<i>Number of Seniors participating</i>	<i>100</i>	<i>\$</i>	<i>12,000.00</i>
<i>Samsung Tab A</i>	<i>\$150.00</i>	<i>Number of Seniors participating</i>	<i>100</i>	<i>\$</i>	<i>15,000.00</i>

6.E.

REVISED BUDGED BASED ON FINAL AWARD AMOUNT (DATED 5/13/2021)

LINE ITEM	VENDOR	DESCRIPTION	AMOUNT
Project Mangement	CA Snyder	Oversee project staff & deliverables	In Kind
Project Coordination	S Gordon	Coordinate referrals; volunteer tech support; day to day activities	In Kind
Internet Access	Comcast / RCN	Comcast Internet Essentials program; RCN Internet First program - 12mos/pp	\$ 10,800.00
Technology Hardware	Best Buy	Tablets - Samsung Tab A - 1/pp	\$ 15,000.00
Technology Support	F. Yang	Provide technology assistance as needed	In Kind
Other		Printing, materials, outreach, etc	\$ 2,200.00
TOTAL			\$ 28,000.00

Internet access	\$15/pp monthly	Number of Seniors participating	60	\$	10,800.00
Samsung Tab A	\$150.00	Number of Seniors participating	100	\$	15,000.00

Grant Project Period
May 2021 - May 6, 2022



BROOKLINE POLICE DEPARTMENT
Brookline Massachusetts

Mark P. Morgan
Superintendent
Acting Chief of Police

TO: Brookline Select Board

FROM Mark Morgan, Acting Chief of Police

RE: Request for Appropriation Transfer

I am requesting approval for an appropriation transfer for the following:

From the Police Patrol Division's Permanent Full time budget category to the Police Administration Division's other rental Leases budget category in the amount of 15,000.00 in support of funding the first of a three year lease with the Passport Company. This lease, which includes funding 24 hand held devices, will maintain continuity of the issuance of parking tickets on behalf of the Town of Brookline. The leased hand held devices will replace the current models that need upgrading.

From the Patrol Division's Permanent Full time budget category to the Administration Division's Computer Software budget category of \$ 36,000.00 in support of funding the final Larimore Software Maintenance application payment, the Crime Reports Plus subscription and the Crime Analysis Reporting System to increase the capabilities and efficiency of this system to be able to produce specific reports as requested.



TOWN OF BROOKLINE

REQUEST FOR APPROPRIATION TRANSFER

DATE: _____

To the Board of Selectmen:

Authority is hereby requested for permission to make the following transfer(s) within the appropriation for the Police Department

Department Name

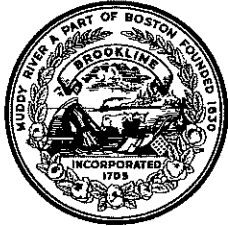
	<u>ORG #</u>	<u>ORG NAME</u>	<u>OBJECT #</u>	<u>OBJ NAME</u>	<u>AMOUNT</u>
FROM:	_____	_____	_____	_____	_____
TO:	_____	_____	_____	_____	_____
FROM:	<u>21002020</u>	<u>Police Patrol</u>	<u>510101</u>	<u>P. Full time</u>	<u>15,000⁰⁰</u>
TO:	<u>21002010</u>	<u>Capital (Police)</u>	<u>5A0017</u>	<u>Leased Computr</u>	<u>15,000⁰⁰</u>
FROM:	<u>21002020</u>	<u>Police Patrol</u>	<u>510101</u>	<u>P. Full time</u>	<u>36,000⁰⁰</u>
TO:	<u>21002010</u>	<u>Police Admin</u>	<u>522016</u>	<u>Computer Software</u>	<u>36,000⁰⁰</u>
FROM:	_____	_____	_____	_____	_____
TO:	_____	_____	_____	_____	_____
FROM:	_____	_____	_____	_____	_____
TO:	_____	_____	_____	_____	_____

Mark P. Morgan
DEPARTMENT HEAD

NOTE: IN ADDITION TO SELECTMEN APPROVAL, THE FOLLOWING TRANSFERS REQUIRE ADVISORY COMMITTEE APPROVAL:

(1) From Capital (5A); (2) To Personnel (51); (3) Building Dept Transfers of more than \$10,000 to or from Repairs to Public Buildings (522400); (4) From the Parks & Open Space Division to any other division of DPW; and (5) From the Snow & Ice budget to any other division of DPW.

BOARD OF SELECTMEN



TOWN of BROOKLINE
Massachusetts

BUILDING DEPARTMENT

Daniel F. Bennett
Building Commissioner

May 17, 2021

TO: Select Board

FROM: Charles A. Simmons, ^{CKS} Director of Public Buildings

SUBJECT: Budget Transfer

I would like to request five Budget Transfers for a total amount of \$131,000. This request consists of:

- 1) \$20,000 from account 25002510 510101 Public Building Maintenance Salaries to account 25002510 522400 Public Building Repair and Maintenance
The transferred monies would be used for additional deferred maintenance.
- 2) \$10,000 from account 25002510 510101 Public Building Maintenance Salaries to account 25002540 561011 Town Hall Natural Gas
The transferred monies would be used for an anticipated deficit.
- 3) \$60,000 from account 25002520 510101 Code Enforcement Salaries to account 25002520 522400 Code Enforcement Repair and Maintenance
The transferred monies would be used for additional deferred maintenance.
- 4) \$1,000 from account 25002520 510101 Code Enforcement Salaries to account 25002520 531012 Code Enforcement Supplies
The transferred monies would be used for additional equipment and supplies.
- 5) \$40,000 from account 25003430 510101 School Building Maintenance Salaries to account 25003430 522400 School Repair and Maintenance
The transferred monies would be used for additional equipment and supplies.

Thank you for your consideration.

cc: Mary Ellen Norman, Deputy Superintendent for Administration and Finance

Attachment

TOWN OF BROOKLINE

REQUEST FOR APPROPRIATION TRANSFER

DATE: 5/18/2021

To the Board of Selectmen:

Authority is hereby requested for permission to make the following transfer(s) within the appropriation for the Building
 Department Name

	ORG #	ORG NAME	OBJECT #	OBJ NAME	AMOUNT
FROM:	<u>25002510</u>	<u>Public Bldg.</u>	<u>510101</u>	<u>Salaries</u>	<u>\$ 20,000</u>
TO:	<u>25002510</u>	<u>Public Bldg.</u>	<u>522400</u>	<u>Rtm</u>	<u>\$ 20,000</u>
FROM:	<u>25002510</u>	<u>Public Bldg.</u>	<u>510101</u>	<u>Salaries</u>	<u>\$ 10,000</u>
TO:	<u>25002540</u>	<u>Town Hall</u>	<u>561011</u>	<u>Nat. Gas</u>	<u>\$ 10,000</u>
FROM:	<u>25002520</u>	<u>Code Ent.</u>	<u>510101</u>	<u>Salaries</u>	<u>\$ 60,000</u>
TO:	<u>25002520</u>	<u>Code Ent.</u>	<u>522400</u>	<u>Rtm</u>	<u>\$ 60,000</u>
FROM:	<u>25002520</u>	<u>Code Ent.</u>	<u>510101</u>	<u>Salaries</u>	<u>\$ 1,000</u>
TO:	<u>25002520</u>	<u>Code Ent.</u>	<u>531012</u>	<u>Supplies</u>	<u>\$ 1,000</u>
FROM:	<u>25003430</u>	<u>School</u>	<u>510101</u>	<u>Salaries</u>	<u>\$ 40,000</u>
TO:	<u>25003430</u>	<u>School</u>	<u>522400</u>	<u>Rtm</u>	<u>\$ 40,000</u>


 DEPARTMENT HEAD

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 BOARD OF SELECTMEN

8.A.

<u>Topic/Committee</u>	<u>SB Assignment</u>
Age Friendly Cities Committee	VanScoyoc
Audit Committee	Greene
BIG Liaison	VanScoyoc
Brookline Fiscal Advisory Committee	VanScoyoc
BHS Expansion Building Committee	Heller
CDBG Advisory Committee	Greene
Climate Action Committee	
Commission on Disability	Aschkenasy
Council on Aging	VanScoyoc
DICR Commission	Fernandez
Electronic postings	VanScoyoc
Hubway Advisory	Hamilton
Indigenous Peoples Celebration Committee	Fernandez
Kent/Station Affordable Housing Committee	Hamilton
Licensing Review Committee	VanScoyoc
Massport Citizens Advisory Committee	Hamilton
MLK Committee	Greene
Pierce School Building	Greene
Town-School Partnership Committee	Greene / Aschkenasy
Tree Protection Committee	Heller
Zoning Bylaw Committee	Greene / VanScoyoc
Lower Boylston Study Committee	VanScoyoc
Small Business Development Committee	Fernandez
Cannabis Mitigation Advisory Committee	Aschkenasy
Driscoll School Building Committee	Aschkenasy
Task Force to Reimagine Policing in Brookline	Fernandez
Select Board Committee on Policing Reforms	Greene
Housing Advisory Board	Hamilton
Surveillance Committee	Greene
9/11 Committee	Greene
Ranked Choice Voting	Aschkenasy
Police Chief Search	Fernandez
Town Administrator Search	Hamilton
Newbury Use	VanScoyoc

8.A.

Hamilton	5
Fernandez	5
Greene	9
Vanscoyoc	9
Aschkenasy	5

Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Wed 5/5/2021 10:28 AM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the [open Board/Commission positions](#). We welcome your application and will respond to you quickly.

Name	David H Deininger, AIA
Address	[REDACTED]
[REDACTED]	[REDACTED]
Work Phone	[REDACTED]
Email	[REDACTED]
Application for specific Board/Commission?	Planning Board
What type of experience can you offer this Board/Commission?	I have been a registered architect in MA since 1986. I have a specialty in healthcare planning. After almost 30 years in leadership at TRO in Boston, in 2011 I started my own business as a healthcare facility master planning consultant. I have experience in all aspects of the regulatory planning, design, and construction process.
What type of issue would you like to see this Board/Commission address?	The continued sustainable development and growth of the Town for all current and future residents.
Are you involved in any other Town activities?	No.
Do you have time constraints that would limit your ability to attend one to two meetings a month?	I am self-employed and in control of my schedule.
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	Deininger David Resume 2013 (2).doc

Email not displaying correctly? [View it in your browser.](#)



David H. Deininger AIA, LEED AP, EMHL

p [REDACTED]

e [REDACTED]

li [REDACTED]

Overview

Insightful, focused, pragmatic healthcare architect seeks consulting opportunities to collaborate on facility master planning and conceptual building development projects. Recognizes that the continuing regulatory turbulence has ushered in a new landscape for healthcare institutions to navigate requiring innovative responses, sustainable solutions, and new business models. Thrives on partnership and provides the right expertise to complement your assembled team. As a national thought leader for healthcare master planning, has been on the leading edge of professionals advocating for a multidisciplinary approach which integrates strategy, facilities, operations, and finance. Has a proven track record and seasoned ability to analyze information, identify project goals, present multiple future scenarios, and then craft a long range vision which establishes a flexible framework for successful facility redevelopment.

Experience

2dplanning 2011 – Present
141 Salisbury Road
Brookline, MA 02445

- **Healthcare Facility Master Planning Consultant**

TRO Jung|Brannen (now the SmithGroup) 1982 – 2011
22 Boston Wharf Road
Boston, MA 02210
(TRO | The Ritchie Organization from 1982 – 2006)

- **Principal, Healthcare Master Planning** 2000 – 2011
Established and built successful national master planning service line
Created integrated, multidisciplinary master planning process
Bridged the gap between master planning and building project development
- **Board of Directors** 2000 – 2011
Helped restructure the firm's internal governance
Directed the firm's positioning/branding strategy
Designed and implemented the TRO Jung|Brannen 1909 – 2009 monograph
- **Director of Planning** 1990 – 2000
Developed the firm's planning and design philosophy: The Hospital Reassembled
Established and directed the use of clinical planning prototypes
Created the Building Integration Diagram (BID) to assist with system coordination

Education

2016 Executive Baldrige Fellow

Brown University
Executive Master of Healthcare
Leadership

Boston Architectural College
Bachelor of Architecture

Ohio Wesleyan University
Bachelor of Arts/American History



Client Engagements

Charrette Master Planning: to address needs within an accelerated schedule

2020: Cobleskill Regional Hospital, Cobleskill, NY; OR, beds, Clinics
 2020: Memorial Hospital & Manor, Bainbridge, GA; Acute Care, beds
 2020: Springhill Medical Center, Springhill, LA; ED, beds, Ambulatory
 2020: Franklin Memorial Hospital, Farmington, ME; ED, bed replacement
 2020: DeSoto Regional Medical Center, Mansfield, LA; Ambulatory, beds
 2020: Stillwater Medical Center, Stillwater, OK; ED, Lab, bed replacement
 2020: Daniels Memorial, Scobey, MT; Ambulatory, Acute care core
 2019: Allegiance Health, Jackson, MI; Ambulatory, campus redevelopment
 2019: Fort Healthcare, Fort Atkinson, WI; Ambulatory
 2019: Campbell County Health, Gillette, WY; Ambulatory
 2019: Madison Valley Medical Center, Ennis, MT; Ambulatory, OR
 2018: O'Connor Hospital, Delhi, NY; Ambulatory
 2018: Mobridge Regional Medical Center, Mobridge, SD; Hospital replacement study
 2018: Boone County Health Center, Albion, NE; Ambulatory
 2017: Allen Parish Community Health, Kinder, LA; Ambulatory
 2017: Alice Hyde Medical Center, Malone, NY; Ambulatory, Beds
 2017: Sampson Regional Medical Center, Clinton, NC; Hospital replacement study
 2016: Southwestern Vermont Medical Center, Bennington, VT; Ambulatory
 2016: Rio Grande Hospital, Del Norte, CO; Ambulatory
 2015: St. Charles Regional Medical Center, Bend, OR; Master Plan refresh
 2015: Mercy Hospital, Portland, ME; Peer review of current planning
 2015: Riverland Medical Center, Ferriday, LA; Hospital replacement study
 2015: Rideout Health, Yuba City, CA; Ambulatory, Beds
 2015: Columbia County Health, Dayton, WA; Operational planning study
 2015: Fairview Hospital, Great Barrington, MA; Peer review of current planning
 2014: North Adams Hospital, North Adams, MA; Re-purpose for ambulatory
 2014: Memorial Hospital, Douglas, WY; Emergency
 2014: Evergreen Health, Kirkland, WA; Conceptual planning: OR, Imaging, CSS, Lab
 2013: Evergreen Health, Kirkland, WA; Beds, OR, Imaging, Support
 2013: The Valley Hospital, Ridgewood, NJ; Hospital replacement study
 2012: Allegiance Health, Jackson, MI; M/S Beds, Wayfinding, Parking
 2012: St. Luke's Warren, Phillipsburg, NJ; ICU Beds, Surgery
 2011: St. Charles Regional Medical Center, Bend, OR; ICU Beds
 2011: Kootenai Hospital, Coeur d'Alene, ID; Emergency

Professional Organizations

American Institute of Architects
 Boston Society of Architects
 Cornell Institute for Healthy Futures
 Industry Scholar
 Lown Institute
 Finance Committee
 Strategic Content Contributor
 Study Group Facilitator

Registration

Registered Architect
 Massachusetts #6563

LEED Accredited Professional

Master Planning: involving multi-campus, national, and international facilities

2010: Al Sabah Medical District, Kuwait; Four new 600 bed hospitals
 2009: Teng Tock Seng Hospital, Singapore; New multi-use 32 hectare medical district
 2007: Southcoast Health System, New Bedford, MA; Integration of three inpatient sites
 2005: New Britain General Hospital, New Britain, CT; Inpatient and ambulatory zones
 2005: Baptist Health System, Birmingham, AL; Four hospital assessment
 2003: Hospital of Saint Raphael, New Haven, CT; 511 bed academic medical center
 2002: Samaritan Hospital, Troy, NY; Phased campus redevelopment
 2002: Ochsner Clinic Foundation, New Orleans, LA; New heart and vascular institute
 2001: Beth Israel Deaconess Medical Center, Boston, MA; Institutional master plan



Legacy Relationships: involving long term, phased campus transformation

- 2007 – 2011: Lawrence and Memorial Hospital, New London, CT; PH1: Cancer
- 2005 – 2011: The Valley Hospital, Ridgewood, NJ; PH1: Patient Care Tower
- 2004 – 2007: Cape Cod Hospital, Hyannis, MA; PH1: Patient Care Building
- 2004 – 2008: Heywood Hospital, Gardner, MA; PH1: ED/Beds
- 2003 – 2011: Maine General Medical Center: Cancer, Replacement Hospital
- 2003 – 2011: Albany Medical Center, Albany, NY; PH1: Patient Care Tower
- 2002 – 2009: Caritas St Elizabeth's Medical Center, Boston, MA; PH1: ED
- 2002 – 2006: Concord Hospital, Concord, NH; PH1: Cancer
- 1997 – 2005: York Hospital, York, PA; PH1: Energy Plant, PH2: Patient Care Tower
- 1996 – 2011: Newton Wellesley Hospital, Newton, MA; PH1: OR, PH2: ED, PH3: Cancer
- 1992 – 2011: South Shore Hospital, Weymouth, MA; PH1: ED/OR, PH 2: Cancer
- 1998 – 2003: Stamford Health System, Stamford, CT; PH1: Ambulatory, PH2: OB/ICU
- 1994 – 1997: Milford Hospital, Milford, CT; PH1: ED/OR/ICU/Beds
- 1990 – 2011: Saint Francis Hospital, Hartford, CT; PH1: Cancer, PH2: PCT I, PH3: PCT II

Academic Speaking Engagements

Brown University

Executive Master of Healthcare Leadership
 Course: Strategic Planning
 Lecture: "Translating Strategy into Facility Solutions"
 Teacher: Professor Chait
 Dates: August 12, 2015, August 19, 2016, January 19, 2017

Cornell University

Design & Environmental Analysis
 Course: Health & Healing Studio
 Lecture: "Ambulatory Care 101"
 Teacher: Professor Shepley
 Date: February 21, 2018

Design & Environmental Analysis
 Course: Design Accountability
 Lecture: "Understanding the Client's Real Problem"
 Teacher: Professor Shepley
 Date: February 7, 2019

Design & Environmental Analysis
 Course: Healthcare Innovations
 Student design reviews
 Teacher: Professor Zadeh
 Dates: February 23, 2018, February 7, 2019



Cornell Institute for Healthy Futures
 Course: Health, Hospitality, and Design Industry Seminar
 Lecture: "Multi-disciplinary Decision Making"
 Teacher: Professor Shepley
 Dates: February 23, 2018, February 8, 2019

Sloan Program in Health Administration
 Course: Fundamentals in Health Facilities Planning
 Lecture: "Making Great Facility Decisions"
 Teacher: Professor Hollis
 Date: February 9, 2019, February 8, 2020

Suffolk University
 Healthcare Administration
 Course: Healthcare Operations Management
 Lecture: "Multi-disciplinary Approach to Healthcare Facility Planning"
 Teacher: Professor Al-Amin
 Dates: November 28, 2017, March 20, 2018

Tufts University
 Course: Healthcare Policy
 Lecture: "Healthcare Facility Planning and Design"
 Teacher: Professor Bentkover
 Date: March 28, 2019, October 31, 2019

Yale University
 School of Architecture
 Course: Technology and Practice
 Lecture: "Alternative Compensation Models"
 Teacher: Professor Bernstein
 Date: March 27, 2019

Conference Speaking Engagements

BSA Healthcare Committee
 Strategic Facility Master Planning
 March, 2012

The Center for Healthcare Design
 Sustainable Planning for the New Normal: "It's Much More Than LEED"
 November, 2011

Healthcare Facilities Symposium & Expo
 Strategic Facility Planning: One Hospital's Response to Healthcare Reform
 September, 2011



ACI 5th National Conference

The Emergency Department of the Future
ED Design Challenges: The 24/7 Environment
October, 2010

Planning, Design and Construction/American Society of Healthcare Engineering

Linking Strategy, Finance and Facilities:
Five Tool Groups for Master Planning Success
March, 2009

Society for Marketing Professional Services

Survival of the Community Hospital
April, 2007

American College of Healthcare Executives

Healthcare Strategic Master Planning; Strategy, Finances & Facilities
March, 2007

Build Boston

Healthcare Master Planning
November, 2005

ACI

Planning for Your Hospital's Future
October, 2003

Emergency Department in 3 Dimensions

Various times and venues during 2000/2001

Writing Engagements

Edited

"The Need for a Grand Strategy for America's Health"
By Vikas Saini, MD and Shannon Brownlee, MSc
Lown Institute 2019

Author of book chapter

"Transforming the Facility Master Planning Process:
How to Manage Risk in Times of Uncertainty"
Leading Strategic Change in an Era of Healthcare Transformation
Editors: Austin, J., Bentkover, J., & Chait, L.
Springer 2016

[References upon request](#)

Shelly Chipimo Assoc. AIA, NOMA

MA, US 02446 • 215 359 6276 • chipimoshelz@gmail.com • [LinkedIn](#) • www.shellychipimo.com

Project Manager Profile

Dedicated and motivated individual, with Project Management certification & hands-on experience in designing / renovating buildings. Expert in managing diverse projects of varying scales, including programming studies, complex renovations to historic buildings, and institutional projects. Ability to build, lead, and train cross-functional teams. Possess advanced knowledge of various software, including Microsoft Office Suite, InDesign, Photoshop Illustrator, Lightroom, BIM, REVIT, Rhino, and AutoCAD, Microsoft Project.

Areas of Expertise

- Project Management
- Interior Design Development
- Strategic Analysis & Planning
- Mentorship
- Team Collaboration
- Issue & Problem Resolution
- Risk Assessment & Mitigation
- Course Design/Facilitation
- Effective Communication

EDUCATION

GRADUATE CERTIFICATE, PROJECT MANAGEMENT | Northeastern University, Boston, MA, April 2021

MASTER OF ARCHITECTURE | Northeastern University, Boston, MA, 2019

BACHELOR OF SCIENCE, ARCHITECTURE | Northeastern University, Boston, MA, 2018

HIGH SCHOOL DIPLOMA & INTERNATIONAL BACCALAUREATE DIPLOMA | George School, Newtown, PA, 2013

EXPERIENCE HIGHLIGHTS

UTILE, Boston, MA, JAN 2019 to Present

ARCHITECTURAL DESIGNER

Historic Preservation: *United South End Settlements, South End Boston* | 42,000 SF

- Collaborated with Utile, the USES leadership team, staff, teachers, program participants, and parents of program participants to understand the organization's spatial and programming needs.
- Assisted the PM in facilitating the approvals process for USES with South End Landmark District Commission, as well as applications for state and federal historic rehabilitation tax credits to assist in the financing of the project.
- Developed classroom designs for infant, toddler, and teens that satisfied EEOST requirements. Worked with ECE consultant to prepare documents needed to submit for EEOST grant funding.
- Developed and packaged the final design schemes which USES used for their fundraising campaign.

Interior Design: *Troy Apartments, Boston* | 7,000 SF

- Served as the project designer in rethinking two building lobbies as well as the consolidation of two smaller fitness rooms into one centralized fitness amenity and the refresh of furniture and finishes throughout the amenity spaces. Oversaw the design from conceptualization to completion under the supervision of the project architect.
- Successfully delivered the project on time and on budget; drawings were recently used by Utile in a project proposal package.

Programming: *Upham's Library Feasibility Study* | 17,500 SF

- Assisted with the proposal development & participated in interviews for a feasibility study with the City of Boston for a new branch library.
- Evaluated partnering with a developer for a library fit out and mixed-use building, analyzed how sharing building costs

9.B.

with a developer could benefit the client.

- Prepared draft program documents intended to be a working roadmap for subsequent design of the branch suitable for multiple locations. Compiled final documents into a print booklet for the City of Boston.

Commercial: *Corporate Office Tower, Cambridge, MA | 375,000 SF*

- Collaborated with architects, engineers, consultants, and a developer using BIM to develop construction documents.
- Worked directly with clients & consultants using an integrated design approach. Participated in weekly OAC meetings to develop strategies for “return-to-office” (RTO) in a post Covid-19 environment.

Educational: *The Possible Project, Boston, MA | 37,000 SF*

- Developed design concepts for a non-profit client looking expand its after school programming in Boston through an innovation center & maker space.
- Collaboratively worked on all aspects of the project from SD-DD with a focus on producing the graphic materials, technical drawings, renderings, and 3D models, as well as researching material options. Assisted the PM with FF&E procurement. Prepared presentations with design revisions and participated in bi-weekly meetings with the client.

WILLIAM RAWN ASSOCIATES, Boston, MA, 2015 to 2018

ARCHITECTURAL DESIGNER

Acted as a model maker and designer several times over the course of undergraduate studies.

- Improved overall experience of clients in model making.
- Worked directly with the project managers & firm principals to develop concepts & prepare models needed for interviews. Models were successful in securing many jobs & principals were satisfied with the quality of work produced.
- Managed interns & assisted with training of new model makers.

Schools, Colleges & Universities: *Klarman Hall-Harvard Business School; Hoover Institute- Stanford University; Duke Hollows; Johns Hopkins School of Nursing; Brookline High School*

Libraries: *Boston Public Library (Boylston) Renovations*

*Additional experience as **Teacher’s Assistant** at NORTHEASTERN UNIVERISTY and **Open House Dublin Volunteer** at IRISH ARCHITECTURAL FOUNDATION*

PUBLICATIONS/PRESS
Meet My Mutual Podcast, A Seat at the Table with Shelly Chipimo, 2021

- Interviewed by a woman-led podcast where I touched on a number of critical issues on my journey as a well-educated, young black woman trying to build a successful career in the United States, all the while not forgetting to enjoy life along the way.

Cover of Boston Society of Landscape Architect's 2020 Fieldbook.

- Recognized as a Rising Voice in the Design Profession for my leadership in spearheading major organizational changes & my advocacy for improving inclusion and equity in the architectural profession.

Alumni Profile by Northeastern University, College of Arts, Media, and Design, 2019

- Recognized for my passion for impactful projects & advocacy for underrepresented groups within the Architecture profession.
- Recognized for my master's thesis research on improving security & safety in schools, a topic of growing national concern amid the recent increase in mass shootings in the United States.

Safety & The School, published by Northeastern University School of Architecture, 2019

- Master's thesis proposal based on speculative design thinking done during the Fall 2018 Graduate Research Studio. The thesis proposes a new prototype for the school with a total open classroom environment that spills out into an outdoor workspace, arguing that traditional classroom design makes students more vulnerable because it creates a captive audience behind closed doors. The prototype balances the educational priorities, common bonds, sense of purpose & shared understanding of community values & leverages this knowledge to create a greater & safer learning environment for students.

Security, Authority & Power, published by Northeastern University School of Architecture, 2018

- Synthesis of the research, collaborative class discussions, and speculative design thinking done during the 2018 Graduate Research Studio at Northeastern University on security regimes and their impact on spatial and social hierarchies.

The Georgian, Winter 2018 issue, official Publication of George School

- Recognized as a successful International Baccalaureate (IB) Diploma recipient & IB Change Maker.

Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov <notifications@brooklinema.gov>

Wed 5/5/2021 11:31 AM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

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Name	Shelly Chipimo
Address	[REDACTED]
Home Phone	[REDACTED]
Work Phone	Field not completed.
Email	[REDACTED]
[REDACTED] specific Board/Commission?	Brookline Planning Board
What type of experience can you offer this Board/Commission?	I am a highly motivated individual who enjoys working with other people. I have been given opportunities to spearhead some major organizational changes that helped me learn how to advocate for myself as a minority and a woman, as well as for my colleagues. I had to effectively communicate with diverse groups of people and navigate difficult topics in a constructive way that would help implement concrete solutions to a complex problem. If selected to serve on the Brookline Planning Board, I would bring strong leadership & interpersonal skills to the table, as well as design expertise which I plan to continue building on, especially after recently completing my Architect Registration Exams. It would be a privilege to bring my knowledge and expertise to the Planning Board to strengthen the board's goals & objectives.
What type of issue would you like to see this Board/Commission address?	Advocate for more inclusion and equity in the architectural profession
Are you involved in any other Town activities?	No
Do you have time constraints that would limit your ability to attend one to two meetings a month?	No
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME,	Field not completed.

NEWSPAPER, MAGAZINE,
OR JOURNAL ARTICLE,
ETC.)

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- Worked directly with the project managers & firm principals to develop concepts & prepare models needed for interviews. Models were successful in securing many jobs & principals were satisfied with the quality of work produced.
- Managed interns & assisted with training of new model makers.

Schools, Colleges & Universities: *Klarman Hall-Harvard Business School; Hoover Institute- Stanford University; Duke Hollows; Johns Hopkins School of Nursing; Brookline High School*

Libraries: *Boston Public Library (Boylston) Renovations*

*Additional experience as **Teacher’s Assistant** at NORTHEASTERN UNIVERISTY and **Open House Dublin Volunteer** at IRISH ARCHITECTURAL FOUNDATION*

PUBLICATIONS/PRESS
Meet My Mutual Podcast, A Seat at the Table with Shelly Chipimo, 2021

- Interviewed by a woman-led podcast where I touched on a number of critical issues on my journey as a well-educated, young black woman trying to build a successful career in the United States, all the while not forgetting to enjoy life along the way.

Cover of Boston Society of Landscape Architect's 2020 Fieldbook.

- Recognized as a Rising Voice in the Design Profession for my leadership in spearheading major organizational changes & my advocacy for improving inclusion and equity in the architectural profession.

Alumni Profile by Northeastern University, College of Arts, Media, and Design, 2019

- Recognized for my passion for impactful projects & advocacy for underrepresented groups within the Architecture profession.
- Recognized for my master's thesis research on improving security & safety in schools, a topic of growing national concern amid the recent increase in mass shootings in the United States.

Safety & The School, published by Northeastern University School of Architecture, 2019

- Master's thesis proposal based on speculative design thinking done during the Fall 2018 Graduate Research Studio. The thesis proposes a new prototype for the school with a total open classroom environment that spills out into an outdoor workspace, arguing that traditional classroom design makes students more vulnerable because it creates a captive audience behind closed doors. The prototype balances the educational priorities, common bonds, sense of purpose & shared understanding of community values & leverages this knowledge to create a greater & safer learning environment for students.

Security, Authority & Power, published by Northeastern University School of Architecture, 2018

- Synthesis of the research, collaborative class discussions, and speculative design thinking done during the 2018 Graduate Research Studio at Northeastern University on security regimes and their impact on spatial and social hierarchies.

The Georgian, Winter 2018 issue, official Publication of George School

- Recognized as a successful International Baccalaureate (IB) Diploma recipient & IB Change Maker.

FY2022 BUDGET - TABLE 1 MAY, 2021

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET	\$\$ CHANGE FROM FY21	% CHANGE FROM FY21
	REVENUES						
	Property Taxes	224,490,569	234,846,238	254,898,615	270,104,696	15,206,081	6.0%
	Local Receipts	35,725,309	36,878,485	25,183,825	23,951,386	(1,232,439)	-4.9%
	State Aid	22,112,759	22,259,149	22,371,084	22,835,638	464,554	2.1%
	Free Cash	8,427,936	9,081,257	11,065,720	10,401,890	(663,830)	-6.0%
	Other Available Funds	4,872,678	3,188,731	4,390,037	3,329,073	(1,060,964)	-24.2%
	TOTAL REVENUE	295,629,251	306,253,860	317,909,281	330,622,683	12,713,402	4.0%
	EXPENDITURES						
	DEPARTMENTAL EXPENDITURES						
	1 . Select Board	708,050	752,179	841,662	968,105	126,443	15.0%
	2 . Human Resources	498,780	459,435	594,485	604,195	9,710	1.6%
	3 . Information Technology	2,077,848	1,993,949	2,080,259	2,212,246	131,987	6.3%
	4 . Diversity, Inclusion, and Community Relations	301,017	257,180	327,515	331,266	3,751	1.1%
	5 . Finance Department	3,280,214	3,276,686	3,316,233	3,368,197	51,964	1.6%
	<i>a. Comptroller</i>	650,453	704,846	686,819	715,461	28,642	4.2%
	<i>b. Purchasing</i>	724,872	715,553	727,235	709,756	(17,479)	-2.4%
	<i>c. Assessing</i>	735,490	660,690	738,659	752,421	13,762	1.9%
	<i>d. Treasurer</i>	1,169,399	1,195,597	1,163,520	1,190,559	27,039	2.3%
	6 . Legal Services	1,166,351	1,149,170	1,057,022	1,081,333	24,311	2.3%
	7 . Advisory Committee	23,805	19,693	28,520	29,007	487	1.7%
	8 . Town Clerk	758,640	798,563	750,024	617,240	(132,784)	-17.7%
	9 . Planning and Community Development	1,184,050	1,230,257	1,153,926	1,272,086	118,160	10.2%
	10 . Police	18,578,613	17,742,983	17,386,626	17,493,030	106,404	0.6%
	11 . Fire	15,586,571	16,105,142	15,951,670	16,481,472	529,802	3.3%
	12 . Building	5,511,493	8,158,293	8,831,246	9,587,404	756,158	8.6%
(1)	13 . Public Works	16,069,996	16,360,644	16,008,198	16,668,234	660,036	4.1%
	<i>a. Administration</i>	911,556	966,214	950,304	959,616	9,312	1.0%
	<i>b. Engineering/Transportation</i>	1,306,949	1,316,971	1,350,119	1,392,568	42,449	3.1%
	<i>c. Highway</i>	5,532,652	6,062,296	5,103,753	5,233,854	130,101	2.5%
	<i>d. Sanitation</i>	3,246,937	3,413,212	4,030,333	4,310,136	279,803	6.9%
	<i>e. Parks and Open Space</i>	3,912,389	3,650,776	3,988,879	4,188,729	199,850	5.0%
	<i>f. Snow and Ice</i>	1,159,513	951,175	584,810	583,331	(1,479)	-0.3%
	14 . Library	4,249,242	4,241,330	4,000,760	4,262,381	261,621	6.5%
	15 . Health and Human Services	1,408,011	1,324,313	1,568,639	1,595,761	27,122	1.7%
	16 . Veterans' Services	201,513	270,108	312,087	316,384	4,297	1.4%
	17 . Council on Aging	954,436	966,717	913,379	1,027,656	114,277	12.5%
	18 . Recreation	983,211	1,117,436	1,034,617	1,058,391	23,774	2.3%
(2)	19 . Personnel Services Reserve	715,000	715,000	715,000	715,000	0	0.0%
(2)	20 . Collective Bargaining - Town	1,400,693	1,505,081	1,910,000	415,000	(1,495,000)	-78.3%
	<i>Subtotal Town</i>	73,541,840	76,224,078	78,781,868	80,104,388	1,322,520	1.7%
	21 . Schools	110,918,206	116,978,533	120,748,990	119,870,476	(878,514)	-0.7%
	22 . Vocational Education Assessments	13,878	26,113	92,895	92,895	0	-
	<i>Subtotal Education</i>	110,932,084	117,004,646	120,841,885	119,963,371	(878,514)	-0.7%
	TOTAL DEPARTMENTAL EXPENDITURES	184,473,924	193,228,724	199,623,752	200,067,759	444,006	0.2%
	NON-DEPARTMENTAL EXPENDITURES						
(1)	23 . Employee Benefits	62,487,155	65,149,336	68,518,848	71,554,793	3,035,945	4.4%

10.A.

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET	\$\$ CHANGE FROM FY21	% CHANGE FROM FY21
(3)	a. Pensions	23,785,769	24,917,372	26,569,845	28,490,221	1,920,376	7.2%
	b. Group Health	29,632,981	30,539,855	32,701,792	33,305,817	604,025	1.8%
(3)	c. Retiree Group Health Trust Fund (OPEB's)	4,570,465	4,781,980	4,181,979	4,181,979	0	0.0%
	d. Group Life	132,351	127,452	145,000	145,000	0	0.0%
	e. Disability Insurance	43,808	48,480	46,000	46,000	0	0.0%
(3)	f. Worker's Compensation	1,450,000	2,050,000	1,850,000	1,850,000	0	0.0%
(3)	g. Public Safety IOD Medical Expenses	200,000		0	0	0	-
(3)	h. Unemployment Compensation	200,000	200,000	200,000	525,000	325,000	162.5%
	i. Medical Disabilities	18,846	13,694	40,000	40,000	0	0.0%
	j. Medicare Coverage	2,452,935	2,470,503	2,784,233	2,970,776	186,544	6.7%
(2)	24 . Reserve Fund	1,785,722	2,521,043	3,620,855	3,829,013	208,158	5.7%
	25 . HCA Reserve Fund	0	0	701,485	0	(701,485)	-100.0%
	26 . Stabilization Fund	0	0	1,000,000	2,829,788	1,829,788	183.0%
	27 . Affordable Housing	545,112	200,000	726,549	80,737	(645,812)	-88.9%
	28 . Liability/Catastrophe Fund	456,762	389,700	49,729	81,223	31,494	63.3%
	29 . General Insurance	416,563	506,914	703,507	883,358	179,851	25.6%
	30 . Audit/Professional Services	131,994	122,128	142,000	147,000	5,000	3.5%
(5)	31 . Contingency Fund	14,754	61,069	10,000	10,000	0	0.0%
	32 . Out-of-State Travel	1,677	1,276	0	0	0	-
	33 . Printing of Warrants & Reports	54,633	49,666	45,000	45,000	0	0.0%
	34 . MMA Dues	13,121	13,226	13,891	14,239	348	2.5%
	Subtotal General	3,420,338	3,865,022	7,013,016	7,920,358	907,342	12.9%
(1)	35 . Borrowing	15,631,273	17,976,346	25,204,625	34,516,793	9,312,168	36.9%
	a. Funded Debt - Principal	10,195,000	11,333,360	13,674,000	19,377,067	5,703,067	41.7%
	b. Funded Debt - Interest	4,977,927	6,468,027	11,237,370	14,879,226	3,641,856	32.4%
	c. Bond Anticipation Notes	456,250	140,217	233,256	200,500	(32,756)	-14.0%
	d. Abatement Interest and Refunds	2,095	34,742	60,000	60,000	0	0.0%
	TOTAL NON-DEPARTMENTAL EXPENDITURES	81,538,766	86,990,704	100,736,489	113,991,944	13,255,454	13.2%
	TOTAL GENERAL APPROPRIATIONS	266,012,690	280,219,428	300,360,242	314,059,703	13,699,461	4.6%
	SPECIAL APPROPRIATIONS						
	36 . Voting Machines (revenue financed)				130,000		
	37 . Police/Fire Radio Infrastructure (revenue financed)				900,000		
	38 . Parking Meters (revenue financed)				140,000		
	39 . Wash/Harv/Kent/Davis Traffic Signal Upgrade (revenue financed)				140,000		
	40 . Accessible Pedestrian Signal Conversion (revenue financed)				50,000		
	41 . Street Rehab. (revenue financed)				2,072,224		
	42 . Sidewalk Repair/Reconstruction (revenue financed)				344,000		
	43 . Washington St. Rehab and Complete Streets (revenue financed)				600,000		
	44 . Stormwater Improvements (revenue financed Water and Sewer fund)				400,000		
	45 . Water Meter MTU Replacement (revenue financed Water and Sewer fund)				280,000		
	46 . Willow Pond Environmental Restoration (revenue financed Water and Sewer fund)				280,000		
	47 . Playground Equipment, Fields, Fencing (revenue financed)				260,000		
	48 . Town/School Grounds Rehab (revenue financed)				165,000		
	49 . Tree Removal and Replacement (revenue financed)				482,224		
	50 . Town/School ADA Renovations (revenue financed)				85,000		

10.A.

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET	\$\$ CHANGE FROM FY21	% CHANGE FROM FY21
	51 . Town/School Energy Conservation Projects (revenue financed)				165,000		
	52 . Public Building Fire Alarm upgrades (revenue financed)				175,000		
	53 . Town/School Bldg Security / Life Safety Systems (revenue financed)				170,000		
	54 . Classroom Capacity (revenue financed)				1,738,600		
	55 . Water System Improvements (utility bond)				2,000,000		
	56 . Wastewater System Improvements (utility bond)				3,000,000		
	57 . Murphy Playground (bond)				915,000		
	58 . Robinson Playground (bond)				1,150,000		
	59 . Town/School Bldg Envelope/Fenestration Repairs (bond)				750,000		
(4)	TOTAL REVENUE-FINANCED SPECIAL APPROPRIATIONS	10,979,868	9,949,094	8,828,250	7,617,048	(1,211,202)	-13.7%
	TOTAL APPROPRIATED EXPENDITURES	276,992,558	290,168,522	309,188,492	321,676,751	12,488,259	4.0%
	NON-APPROPRIATED EXPENDITURES						
	Cherry Sheet Offsets	88,500	89,070	86,027	103,231		
	State & County Charges	6,672,137	6,826,231	6,779,677	6,934,714		
	Overlay	1,762,675	1,785,140	1,830,085	1,882,988		
	Deficits-Judgments-Tax Titles	25,000	25,000	25,000	25,000		
	TOTAL NON-APPROPRIATED EXPEND.	8,548,312	8,725,441	8,720,789	8,945,932	225,144	2.6%
	TOTAL EXPENDITURES	285,540,869	298,893,963	317,909,280	330,622,683	12,713,403	4.0%
	SURPLUS/(DEFICIT)	10,088,382	7,359,897	0	0	0	

(1) Breakdown provided for informational purposes.

(2) Figures provided for informational purposes. Funds were transferred to departmental budgets for expenditure.

(3) Funds are transferred to trust funds for expenditure.

(4) Amounts appropriated. Bonded appropriations are not included in the total amount, as the debt and interest costs associated with them are funded in the Borrowing category (item #35).

FY22 BUDGET - TABLE 2 MAY 2021 FINAL MOTION

10.A.

Department/Board/Commission	Personnel Services/ Benefits	Purchase of Services	Supplies	Other Charges/ Expenses	Utilities	Capital Outlay	Inter- Govt'al	Debt Service	Agency Total
Select Board (Town Administrator)	894,122	60,880	3,048	7,900		2,155			968,105
Human Resources Department (Human Resources Director)	321,796	239,359	14,900	26,500		1,640			604,195
Information Technology Department (Chief Information Officer)	1,242,973	675,773	10,350	15,050		268,100			2,212,246
Diversity, Inclusion, and Community Relations (Director)	304,391	20,000	3,000	3,000		875			331,266
Finance Department (Director of Finance)	2,459,347	824,334	46,960	28,707	1,219	7,630			3,368,197
Legal Services (Town Counsel)	812,449	183,269	2,500	81,500		1,615			1,081,333
Advisory Committee (Chair, Advisory Committee)	24,867		3,275	570		295			29,007
Town Clerk (Town Clerk)	490,288	110,172	15,250	500		1,030			617,240
Planning and Community Department (Plan. & Com. Dev. Dir.)	1,163,790	91,034	9,712	4,550		3,000			1,272,086
Police Department (Police Chief)	16,137,780	516,731	122,857	28,300	291,193	396,169			17,493,030
Fire Department (Fire Chief)	15,865,351	168,426	126,952	27,100	225,037	68,606			16,481,472
Public Buildings Department (Building Commissioner)	2,930,001	3,745,951	24,575	5,248	2,825,759	55,870			9,587,404
Public Works Department (Commissioner of Public Works)	8,710,724	5,121,628	970,261	45,500	1,132,392	687,730			16,668,233
Public Library Department (Library Board of Trustees)	3,136,179	236,861	583,525	4,700	257,992	43,124			4,262,381
Health & Human Services Department (Health & Human Svcs Dir)	1,282,613	221,514	35,100	4,120	47,629	4,785			1,595,761
Veterans' Services (Veterans' Services Director)	154,997	2,388	1,150	157,339		510			316,384
Council on Aging (Council on Aging Director)	890,566	48,418	18,846	4,250	59,876	5,700			1,027,656
Recreation Department (Recreation Director)	758,855	23,037	86,480	12,400	174,619	3,000			1,058,391
School Department (School Committee)									119,870,476
Total Departmental Budgets	57,581,089	12,289,775	2,078,741	457,234	5,015,716	1,551,834			198,844,863
DEBT SERVICE									
Debt Service (Director of Finance)								34,516,793	34,516,793
Total Debt Service								34,516,793	34,516,793
EMPLOYEE BENEFITS									
Contributory Pensions Contribution (Director of Finance)	28,490,221								28,490,221
Group Health Insurance (Human Resources Director)	33,305,817								33,305,817
Retiree Group Health Insurance - OPEB's (Director of Finance)	4,181,979								4,181,979
Group Life Insurance (Human Resources Director)	145,000								145,000
Disability Insurance	46,000								46,000
Workers' Compensation (Human Resources Director)	1,850,000								1,850,000
Unemployment Insurance (Human Resources Director)	525,000								525,000
Ch. 41, Sec. 100B Medical Benefits (Town Counsel)	40,000								40,000
Medicare Payroll Tax (Director of Finance)	2,970,776								2,970,776
Total Employee Benefits	71,554,793								71,554,793
GENERAL / UNCLASSIFIED									
Vocational Education Assessments									92,895
Reserve Fund (*) (Chair, Advisory Committee)				3,829,013					3,829,013
Stabilization Fund (Director of Finance)				2,829,788					2,829,788
Liability/Catastrophe Fund (Director of Finance)				81,223					81,223
Housing Trust Fund (Planning & Community Development Dir.)				80,737					80,737
General Insurance (Town Administrator)		883,358							883,358
Audit/Professional Services (Director of Finance)		147,000							147,000
Contingency (Town Administrator)				10,000					10,000
Out of State Travel (Town Administrator)									
Printing of Warrants (Town Administrator)	15,000	20,000	10,000						45,000
MMA Dues (Town Administrator)				14,239					14,239
Town Salary Reserve (*) (Director of Finance)	415,000								415,000
Personnel Services Reserve (*) (Director of Finance)	715,000								715,000
Total General / Unclassified	1,145,000	1,050,358	10,000	6,845,000					9,143,253
TOTAL GENERAL APPROPRIATIONS	130,280,882	13,340,133	2,088,741	7,302,234	5,015,716	1,551,834		34,516,793	314,059,703

(*) NO EXPENDITURES AUTHORIZED DIRECTLY AGAINST THESE APPROPRIATIONS. FUNDS TO BE TRANSFERRED AND EXPENDED IN APPROPRIATE DEPT.

ARTICLE 17

REFERRAL MOTION OFFERED BY DEBORAH BROWN, TMM1

MOVED: That Warrant Article 17 be referred to a committee to be appointed by the Moderator for further study and for a report to the next (fall) Town Meeting.

Explanation:

I do believe that the STR Committee has worked hard to address a range of concerns with Short-Term Rentals (STRs), but I still have questions. Some of the concerns might be easy to address, but some will not be. The issues below are likely not exhaustive either. As such, we owe it to the residents to perform additional work.

The motion to refer is necessitated in order to further investigate and report to elaborate or resolve the following issues:

1. Is there some quantitative data to demonstrate that Brookline might well loose housing to STRs? If this is a key reason for the restrictions, then such data should be included. Boston is a poor example, because it has not been good about monitoring its rental market. Newton or even Silver Spring, MD might be better examples.
2. Does the STR Warrant Article violate “MGL Chapter 183A, Condominiums” statute? Again, greater clarity would help to answer this in advance of a vote.
3. Is there less restrictive language to protect persons seeking to use their homes as STRs, while protecting the rights of other homeowners? Describe what comparable communities have done to regulate STRs. Did the Committee look at comparable communities beyond Massachusetts? I saw a policy that put a cap on the total number of STR permits for the Town. Some places allow for nonresidential STRs, but with additional restrictions.
4. Renters be expressly excluded from being STR hosts. Again, are there less restrictive alternatives?
5. Specific requirements like requiring guests to arrive and depart by a certain hour would address condo owner’s concerns. Of course, condo owners could amend their bylaws or policies to create even greater restrictions like an additional duty for hosts to clean common areas after each stay, require board approval on a regular basis, or pay an additional sum for utilities.
6. Has the Committee properly targeted the STR problem areas with adequate specificity? Rather, is the greatest potential STR issue among owners with fewer than three units? What would be the unforeseen consequences of essentially only allowing single family homeowners to be hosts?
7. Given the contentious nature of this Warrant Article, more robust community engagement is needed. It is not enough to simply post meetings on the Town’s calendar. We would all benefit from community meetings, especially in areas likely to be disproportionately

impacted by STRs. It is also important to have a robust record of participation should the Warrant Article be challenged.

8. Provide for more economic diversity on the next STR Committee to better reflect the diversity of interests and ideas.
9. Establish strong antidiscrimination language in the bylaw. Generally, anti-discrimination laws involve properties over a certain number of units. As we have seen issues with hosts discriminating against members of protected categories in the past, the STR anti-discrimination language should be specific.

ARTICLE 19 & 20

REFERRAL MOTION OFFERED BY SUSAN PARK, TMM2

MOVED: That warrant articles 19 and 20 be referred to a committee to be appointed by the Moderator for further study and for a report to the next (fall) Town Meeting.

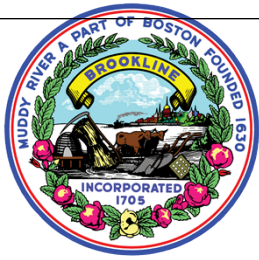
Explanation:

Are these WA's ready to be voted on? We do not think so. There is much in here that is unclear and needs clarification. If these WA's do not pass, can cannabis couriers and operators still set up shop in Brookline and deliver cannabis? This has been untested, and it is unclear whether these WA's do anything except invite couriers and operators. Also the 20% of courier and operator licenses based off of the liquor licenses don't quite make sense because the number of liquor licenses might be more than 20 as of today.

The WA's also suggest cannabis cafes in items u, v, and w, and the WA's cover too much in there without the community knowing what they are fully voting on.

The motion to refer is necessitated in order to further investigate and report to elaborate on the following:

1. Why the courier and operators were 4 each making that a total of 8 licenses when liquor licenses could be more than 20 in Brookline.
2. To fully understand if these WA's are necessary if the Select Board has the authority to allow or turn down licenses.



**WARRANT ARTICLE EXPLANATIONS
FILED BY PETITIONERS FOR THE
MAY 27, 2021 SPECIAL TOWN MEETING**

ARTICLE 1 & 2

Submitted by: Deborah Brown, Luciana Schachnik, and Arthur Conquest

That these funds, an appropriation of \$765,000, to be distributed as follows:

\$765,000 earmarked for the following projects:

- WIFI Access: \$140,000 to negotiate contracts with internet providers for distance learning for BHS Students, remote health care, remote resident services and isolation
- Housing Repairs: \$625,000 for repairs to kitchens at High Street, Veterans, Trustman and Egmont
 - This figure is calculated at \$25,000 per unit to repair the units in most need of repairs
 - Only 25 of 375 units or .06 of the units will be partially updated

Here are some general Brookline economic statistics.

- 7000 Brookline households (29%) have low or moderate income;
- Over 5,000 Brookline households (27%) spend more than 30% of their income on housing;
- Only 3% of vacant rental units are affordable; and
- A median income household of four (\$113,000) can afford a rent of \$2,700, but the average 3 bedroom rent in Brookline is \$3,533.

BHA does not have the requisite funds to repair their state funded housing or cover the cost of WIFI for its residents. Some of these units are in dire need of repair, especially the kitchens and bathrooms. This budget amendment is to protect Brookline residents. We could all agree that these new funds have to come from somewhere. The amount requested, \$765,000, is modest as compared to the scope of the actual needs. BHA estimates that the total state funded housing repair costs are well over \$40m dollars and it would cost at a minimum, \$17m to repair all of the kitchens and bathrooms at state funded housing. The budget amendment no longer seeks funds to cover lost rents. It would appear that the American Rescue Plan Act will cover a portion of the unpaid rents, so this budget amendment will not seek such a sum.

"Roughly three-in-ten adults with household incomes below \$30,000 a year (29%) don't own a smartphone. More than four-in-ten don't have home broadband services (44%) or a traditional computer (46%). And a majority of lower-income Americans are not tablet owners. By comparison, each of these technologies is nearly ubiquitous among adults in households earning \$100,000 or more a year.¹" This is true despite 93% of Americans having internet access.

The average internet bill is \$60 per month. That may not seem like much to some, but for others this amount is prohibitive. Internet provides any number of functions: access to health care; reduced isolation among the elderly; a means to job search; employment; and not the least of all education. In this culture you have a difficult time surviving let alone thriving absent internet connectivity.

BHA like many forward thinking organizations appropriately views internet connectivity as a utility. Public utilities- the supply of electricity, gas, water, sewerage, and phone lines – can be publicly or privately owned, but they are united by the fact that all of them are deemed essential for modern living. When Housing and Urban Development does the same, then such costs can more easily be absorbed by BHA. Presently, that is not the case. Here is why Wi-Fi ³³ should be treated like a utility. Public utilities – the supply of electricity, gas, water, sewerage, and phone lines – can be publicly or privately owned, but they are united by the fact that all of them are deemed essential for modern living. The United Nations went so far as to declare the internet a human right as far back as 2011.

This will be the third year that residents have sought such funding at Town Meeting, yet the town has not seen fit to fund these essential services. We hope that this Town Meeting and Select Board support this meager funding request for BHA to make these essential improvements. We have also been unsuccessful in getting funds from the Select Board, despite repeated requests.

Digital divide persists even as lower-income Americans make gains in tech adoption

BY MONICA ANDERSON AND MADHUMITHA KUMAR, PEW , MAY 7, 2019
[HTTPS://WWW.PEWRESEARCH.ORG/FACT-TANK/2019/05/07/DIGITAL-DIVIDE-PERSISTS-EVEN-AS-LOWER-INO:ME- AMERICANS-MAKE-GAINS-IN-TECH-ADOPTION/](https://www.pewresearch.org/fact-tank/2019/05/07/digital-divide-persists-even-as-lower-income-americans-make-gains-in-tech-adoption/)

² **TheDecadeinBroadband: 2020Stat:Nics &Predictions**, Tyler .April13, 2021,Brod>amNow
<https://www.broadbandnow.com/2020/04/13/the-decade-in-broadband-2020-stat-nics-and-predictions/>

³ The Argument For The Internet As A Utility: Is It Time To Change How It's Delivered?

Song Bae Tob, Forbes Technology Council June 17, 2020,
<https://www.forbes.com/sites/forbestechcouncil/2020/06/17/the-argument-for-the-internet-as-a-utility-is-it-time-to-change-how-its-delivered/?sll=1f722e677729>

⁴ Universal Declaration of Human Rights at 70: 30 Articles on 30 Articles -Article